

**CENTENNIAL SCHOOL DISTRICT 28JT  
GOVERNING BOARD MEETING**

Virtually via the Zoom App  
Wednesday, December 12, 2018

**Regular Session at 7:00 PM**

**A G E N D A**

1. **CALL TO ORDER - Board Chair, Pam Shields**
  1. Adoption of Agenda for December 12, 2018
2. **INTRODUCTION OF GUESTS (Optional)**
  1. Fall Athlete Recognition - Brent Child
3. **APPROVAL OF MINUTES**
  1. Board Meeting Minutes from November 14, 2018 3
4. **PUBLIC FORUM**
5. **REPORTS**
  1. Meadows Elementary School Report - Karen Weinhert
  2. Student Representative's Report - Reyna Tapia Herrera
  3. Superintendent's Report/State Report Card Report - Dr. Paul Coakley & Angela Hubbs 21
6. **CONFIRMATION ITEMS (Confirmed en masse)**
  1. **Site Council Minutes**
    1. Centennial Middle School Site Council Minutes - November, 2018 32
    2. Centennial High School Site Council Minutes 34
    3. Butler Creek Site Council Minutes 36
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    5. Patrick Lynch Site Council Minutes 41
    6. Meadows Site Council Minutes (added 12/10/18 2:24 p.m.) 42
  2. **Miscellaneous Items**
  3. **Financial Statements**
    1. October Financial Statements 45
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    2. Student Count for December 1, 2018 60
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    5. Substitute Rates - Amended (added 12/10/18 2:20 p.m.) 66
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  6. **Business/Operations**
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  8. **Student Services**
  9. **Student Travel**
    1. CTC Finance Class Trip to Seattle, WA - May 18, 2019 68
  10. **Organizational Business**
    11. Meadows Site Council Minutes
7. **BOARD ACTION ITEMS**
  1. **OLD BUSINESS**

1. Second Reading: CHS FBLA Trip to Portland, OR - April 4 - 6, 2019	72
2. Second Reading: FBLA Trip, San Antonio, TX, June 26 to July 2, 2019	73
3. Budget Committee Applicant Interview <b>(added 12/11/18 11:15 a.m.)</b>	
<b>2. NEW BUSINESS</b>	
1. Consider Candidates for OSBA Board of Directors Positions 17 and 18 - Chair Shields <b>(added 12/10/18 10:30 a.m.)</b>	86
2. Consider Adoption of OSBA Resolution 1 to adopt the 2019-2020 Legislative Priorities - Chair Shields <b>(added 12/10/18 10:30 a.m.)</b>	96
3. Consider Resolution 2 to Amend OSBA's Bylaws Relating to Composition of the Board of Directors - Chair Shields <b>(added 12/10/18 10:30 a.m.)</b>	107
<b>8. FUTURE AGENDA ITEMS</b>	
<b>9. ADJOURNMENT</b>	

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the Board Secretary, Pamela Jordan, 503-760-7990.

**CENTENNIAL SCHOOL DISTRICT**  
**GOVERNING BOARD MINUTES**  
November 14, 2018

**REGULAR SESSION**

The Centennial School District Governing Board met in regular session on Wednesday, November 14, 2018, in the Boardroom of the district administration office, 18135 SE Brooklyn St, Portland, Oregon.

**1.0 CALL TO ORDER**

Board Chair, Pam Shields, called the meeting to order at 7:00 p.m. The following Board members were also in attendance: Rod Boettcher, Ernie Butenschoen, Rhonda Etherly, Claudia Andrews and Ronald “Jess” Hardin. Vice-Chair Brenda Clark was absent.

The following district administrative team members were in attendance:

Dr. Paul Coakley.....	Superintendent
James Owens.....	Assistant Superintendent/Director, Human Resources
Greg Lecuyer .....	Director, Business & Operations
Angela Hubbs .....	Director, Curriculum & Student Learning
Denise Wright .....	Director, Student Services
Mairi Scott-Aguirre.....	Principal, Centennial High School
Laura Nixon	Principal, Pleasant Valley Elementary School
Carol Fenstermacher .....	Community Engagement Coordinator
Reyna Tapia Herrera	Student Representative
Pamela Jordan .....	Recording Secretary

**OFFICIAL BUSINESS**

**1.1 Adoption of Agenda for November 14, 2018**

Director Butenschoen moved and Director Boettcher seconded a motion to adopt the agenda for September 26, 2018. The motion was approved by: Directors Hardin, Andrews, Butenschoen, Boettcher, Etherly, and Chair Shields.

**2.0 INTRODUCTION OF GUESTS (Optional)**

**2.1**

Introduction of guests was postponed until the School Report portion of the meeting.

**3.0 APPROVAL OF MINUTES**

**3.1 Board Meeting Minutes of October 10, 2018**

Director Butenschoen moved and Director Harden seconded a motion to adopt the minutes for November 14, 2018. The motion was approved by: Directors Hardin, Andrews, Butenschoen, Boettcher, Etherly, and Chair Shields.

**4.0 PUBLIC FORUM**

None at this meeting

## 5.0 REPORTS

### **5.1 Pleasant Valley Elementary School Report – Laura Nixon**

Director Andrews introduced Principal Laura Nixon. Ms. Nixon began her report by asking the Pleasant Valley teachers and staff in attendance to introduce themselves. They were: Allison Scheffers, Jamie Reddy, Kennedy Morgana, Andrea Rose, Sarah Taylor, Karen Bates, and Michele Hetrick.

Ms. Nixon told the Board about the school's new mission statement, and the process that went into writing it. (See attached Pleasant Valley Report document for details.)

Other highlights of the report include the number of students at the school and the breakdown by race and ethnicity, English Language Learner status, disabilities, and historically underserved populations.

Ms. Nixon also discussed specific strengths and challenges in the data she presented. Those included ELL students making steady growth over the last four years. She pointed out that every student group that is not chronically absent - 90 percent attendance or above - are outperforming the district's elementary average for the Smarter Balance test scores. Pleasant Valley's sixth grade students are performing above statewide targets.

Principal Nixon also pointed out that nearly 90% of her students are bussed to school, primarily because of the school's geographic location. There are a number of positive behavior systems in place that support students.

Ms. Nixon discussed a slight performance drop in overall student achievement from 2017 to 2018. She also pointed out that ELL students, students with disabilities and African American students are students with the widest achievement gaps. She also pointed out that suddenly Pleasant Valley's male students are underperforming compared to previous years. She and her staff are looking at strategies and practices to use with these groups to help close the achievement gap.

The school's action plan parallels the district's four target areas under Destination 2023: Student Focused Teaching & Learning; Healthy Culture & Environment; Effective Systems & Programs, and; Community & Partnerships. (For details, see attached Pleasant Valley report.)

Director Butenschoen asked clarifying questions around the definition of chronically absent, and strategies to address students who are chronically absent.

Director Boettcher asked clarifying questions around Pleasant Valley's free and reduced student data, male achievement data shifts and PBIS.

Director Harden asked clarifying questions about the definition of a Highly Reliable School.

Dr. Coakley thanked Ms. Nixon for her report's transparency and her discussion around strengths and challenges and linking the school's plan to Destination 2023. He also thanked Pleasant Valley's staff for their hard work. Chair Shields also thanked the school's staff for attending the school report portion of the meeting and backing up their principal.

### **5.2 Student Representative's Report – Reyna Tapia-Herrera**

Ms. Tapia Herrera informed the Board of a number of notable happenings at Centennial High School, including student athletes who were recognized for outstanding achievement during the fall sports season. She also talked about CHS sports teams' rankings statewide. She also discussed a number of upcoming events at the school including the school's canned food drive, the talent show, the choir concert and the end of the 12 week grading period.

Ms. Tapia-Herrera also discussed a conference she attended with her AP Environmental Science class on how to improve the health of our watershed.

(See attached Student Rep. Report for details.)

Chair Shields asked about the school's Instagram account and who is responsible for it. Ms. Tapia-Herrera stated the CHS Student Council updates Instagram. Director Boettcher asked about the school's blood drive and which group at the school organizes it. The Student Rep stated that the National Honor Society is responsible for the blood drive, and often it is held in the gym or the Red Cross Blood Donation truck will come and the drive is held there.

### **5.3 Superintendent's Report – Dr. Paul Coakley**

Dr. Coakley gave a detailed update on the process of exploring a change to school start times for the 2020 school year. For more information on the process he encouraged people in attendance to go to the district's web site.

He also reminded Board members that they are invited to a dinner with state representatives Diego Hernandez and Carla Piluso to discuss shared priorities for the 2019 Legislative Session. The dinner is on December 10<sup>th</sup> at 5:30 p.m. at Gresham City Hall. The dinner's organizers would like to also have two CSD Board members to join their group to help plan the December 10<sup>th</sup> event. Those interested should inform Dr. Coakley and he will share the names with the organizers.

This past month the Centennial Education Association and district administrators have taken an Interest Based Bargaining Readiness Survey, and have now signed an agreement to enter into Interest Based Bargaining with neutral facilitators from the Employee Relations Board. Both bargaining teams will start with a one-day IBB training session in January, 2019. The first bargaining session will be in February, 2019. He asked for a Board representative on the district's bargaining team. Dr. Coakley also stated that the classified employees union will also have a reopener on finances later in the year.

Superintendent Coakley also attended the Oregon School Boards Association's annual convention with Directors Andrews, Butenschoen and Boettcher. The conference focused on a number of issues including fully sustainable funding for education, equity, reducing chronic absenteeism and increasing graduation rates.

Directors Andrews, Boettcher and Butenschoen stated that they found the conference interesting and informative. They especially appreciated conference break-out sessions on equity and inclusion, student mental health and the politics of funding for education and the legislature's mandate following the recent election.

## **6.0 CONFIRMATION ITEMS**

Before the vote on Confirmation Items, Director Boettcher stated that he uses Site Council Minutes from each school as a way to keep tabs on what's happening in the district's schools. He noted that there were minutes from only three schools on the agenda, and he encouraged administrators in attendance to ask schools to please turn them in regularly.

Director Boettcher moved and Director Hardin seconded a vote for approval of the confirmation items in mass. The motion was approved by the following Directors: Butenschoen, Boettcher, Etherly, Andrews, Hardin, and Chair Shields.

## **7.0 BOARD ACTION ITEMS**

### **7.1 OLD BUSINESS**

None at this time.

### **7.2 NEW BUSINESS**

#### **7.2.1 Consider Revised Policy GCBDC/GDBDC & AR Domestic Violence – James Owens**

Assistant Superintendent Owens stated that the updated policy more accurately reflects language from an updated state law. Approval is highly recommended by the state, so Mr. Owens suggested the Board approve the policy as written.

Director Butenschoen moved and Director Hardin seconded the motion to approve the policy. The policy was approved by the following Directors: Andrews, Etherly, Hardin, Boettcher, Butenschoen and Chair Shields.

**7.2.2 Consider Revised Policy GCDA-GDDA & GCDA-GDDA R – Criminal Records Check & Fingerprinting - James Owens**

Assistant Superintendent Owens stated this policy has been revised to give school districts the option to fingerprint and perform criminal background checks on volunteers who work in schools. Mr. Owens informed the Board that passage of the revised policy and AR is required, and recommended they approve it as written with the exception of language changes on page 2, paragraph 5.

Director Andrews found it surprising that background checks are not routine. Mr. Owens answered that there is a routine recheck for volunteers. He also shared information regarding the process of fingerprinting for employees.

Dr. Coakley also added that regular background checks might not flag incidents that have occurred until several months after the event. For staff involved in criminal activity, district administrators would most likely hear about it from a police officer, the staff member involved or others at the school.

Director Hardin asked additional questions regarding parental volunteers. Mr. Owens answered that district policy does require that fieldtrip chaperones must go through a background check.

Dr. Coakley also added that HR keeps a comprehensive list of approved chaperones for the district.

Director Boettcher moved and Director Butenschoen seconded the motion to approve the policy. The policy was approved by the following Directors: Andrews, Etherly, Hardin, Boettcher, Butenschoen and Chair Shields.

**7.2.3. Consider Revised Policy IICC – Volunteers - James Owens**

Mr. Owens recommended approval of the policy as written, although the state has indicated that approval is optional.

Director Etherly moved and Director Hardin seconded a motion to approve policy IICC. The policy was approved by the following Directors: Andrews, Etherly, Hardin, Boettcher, Butenschoen, and Chair Shields.

**8.0 FUTURE AGENDA ITEMS**

Director Coakley stated that future agenda items for the December 5<sup>th</sup> include the Meadows Elementary School report, the Student Representative's Report, the Superintendent's Report, as well as the State School Report Card and possible approval of several high school field trips. There is also the OSBA election vote.

**9.0 MOTION TO ADJOURN**

Chair Shields adjourned the meeting at 8:13 p.m.

Chair of the Governing Board

Recording Secretary

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**Next Regular Board Meeting: December 12, 2018**

# Pleasant Valley Elementary

## 2018-19

At Pleasant Valley we ensure student success through high expectations, engaging learning, and culturally responsive teaching

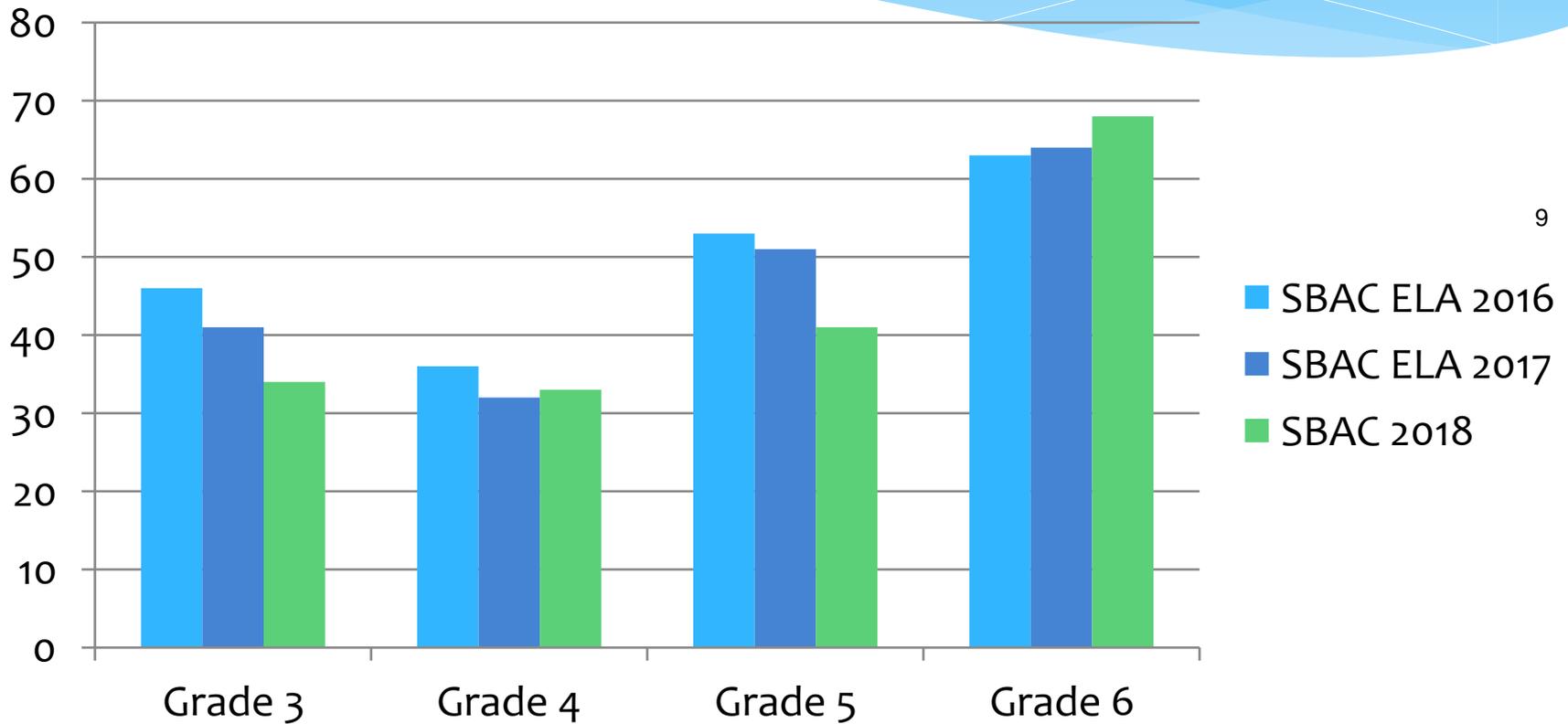
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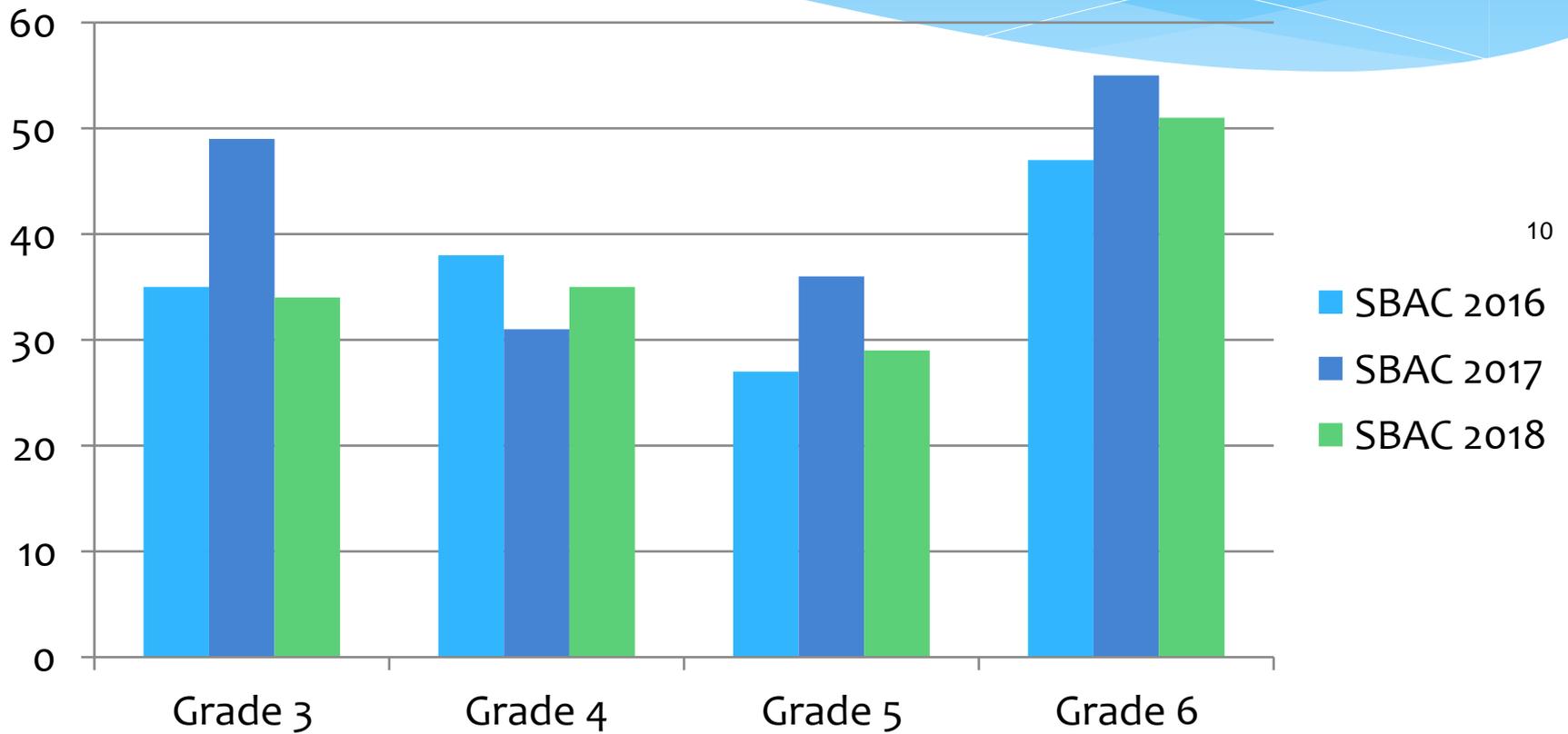
# PV demographics

- \* 408 students
- \* English learners make up 16%
- \* Students With Disabilities make up 13%
- \* Historically underserved, non-white groups of students make up 41%
- \* Hispanic students make up 15%
- \* There are 17 Languages spoken at PV

# Grade Level Smarter Balanced ELA



# Grade Level Smarter Balanced Math



# Strengths

- \* English Learners have made steady growth in ELA and Math over the last 4 years
- \* We remain above the district elementary average for achievement, but below the State Target
- \* Our 6<sup>th</sup> grade students continue to perform above the statewide target
- \* Every subgroup at PV, outperformed district averages for students not chronically absent – PV 85%, District 71%
- \* 100% of our Black/African American students were not chronically absent, and also had increases in both math and ELA achievement

# Challenges

- \* There was a decrease in both ELA and Math from 16-17 to 17-18
- \* Students with the widest achievement gap are our English Learners, SWD, and Black African American 12
- \* Our male students are suddenly underperforming compared to female students
- \* Our inconsistencies in results over time, shows that we are not a highly reliable school yet

# Implications

## \* Improving Positive School Culture and Climate

- \* Responsive Classroom and Morning Meeting agreement
- \* Ongoing culturally responsive PD for all staff using Courageous Conversations protocols
- \* Attendance

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## \* Improving Academic Achievement through Professional Development

- \* Equity Leadership team will use data to drive PD for literacy, math and equity – monitor effectiveness by tracking successes with EL students, SWD, and boys
- \* PLCs engage in data teams processes to address performance groups of students and determine best practice strategies for each group

# Implications

- \* Increase Family and Community involvement
  - \* Use Parent perception survey in the spring to inform needs and improve clear communication from the school – translations, etc.
  - \* Wildside use over the summer
  - \* Monthly restaurant fundraisers through our PTA
  - \* Eastside Timbers Partnership
  
- \* Effective systems and programs
  - \* Multi Tiered Systems of Support (MTSS)
    - \* PBIS
    - \* Equity Leadership team – involves parents once a month
    - \* Student Success Team

# Looking Forward

At Pleasant Valley we ensure student success through high expectations, engaging learning and culturally responsive teaching

## Additional value statements at PV:

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- \* We value depth over speed and critical thinking over answer getting
- \* We value an attitude of continuous improvement and growth
- \* We value a positive learning environment, that is warm and welcoming and culturally responsive to all our families
- \* We value an environment that fosters relationship building, and equitable opportunities so that all students achieve at high standards

# Centennial High School

**School Board Report**

# Fall Recognition

<https://docs.google.com/presentation/d/1Xnp3DXYLyOribBAqNEDMbE-QrLpy02oh8lxyecHpvzI/edit#slide=id.p>

# Closure of Fall Sports

**Football: Record: 4-6, PO Last game V. Sheldon L 6-42**

**B. Soccer: Record: 7-5-4, PO Last game V. Lake Oswego L 2-3**

**G. Soccer: Record: 7-7-1, PO Last game V. West Linn L 0-7<sup>18</sup>**

**VB: Record 2-16**

# Upcoming Events

**Nov. 5-16: Canned Food Drive**

**Nov. 15 @6-8:30pm: Talent Show**

**Nov. 16-18: Concert Choir Retreat**

**Nov. 21-23: No school (End of 12 week progress report)**

# Upcoming events

**Dec. 1 @7am-1pm: Jr High C Clinic**

**Dec. 3-7: Winter Week**

**Dec. 4 @8:27-9:27am: Winter Formal Assembly**

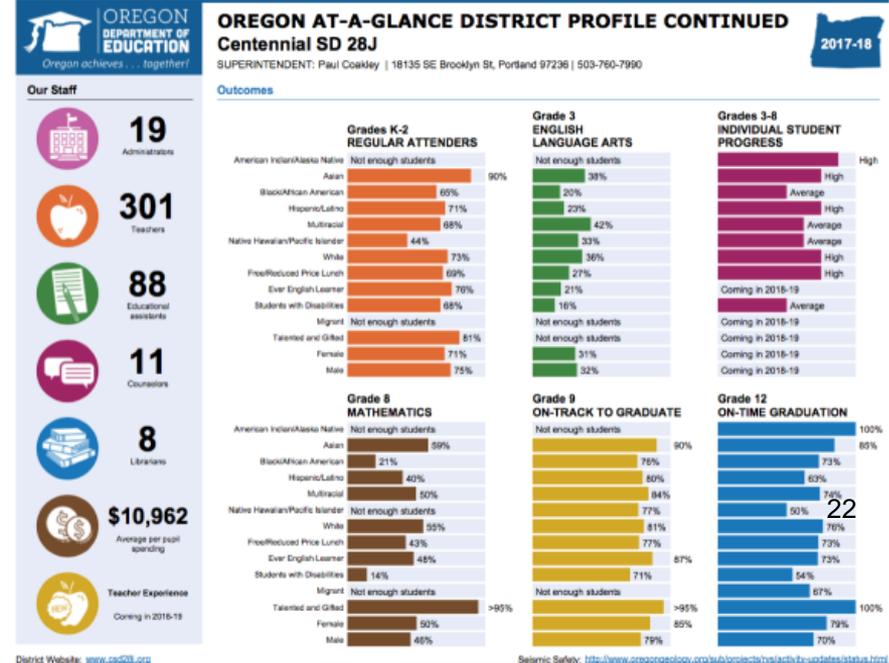
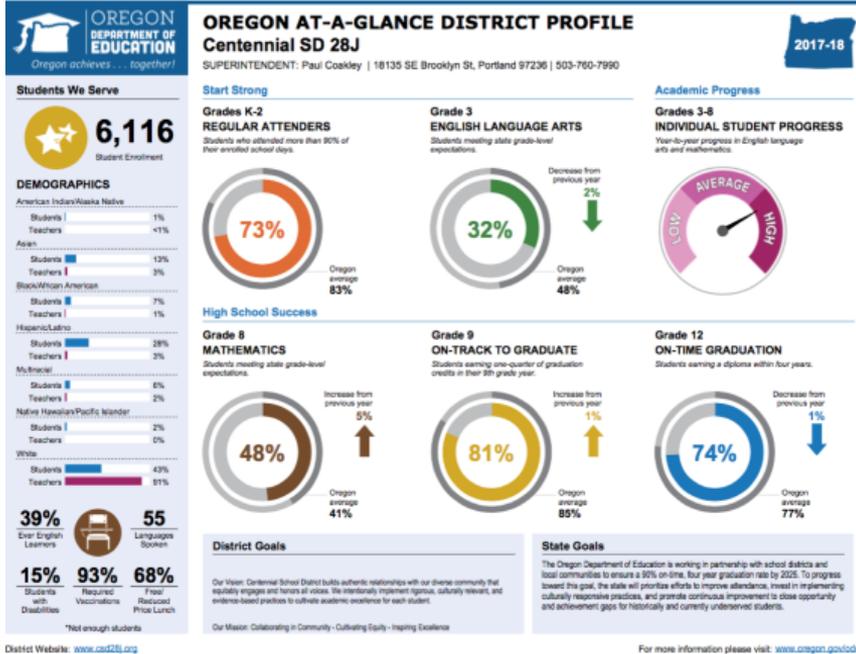
**Dec. 6 @7am-3:30pm: NHS Blood Drive**

**Dec. 8 @8-11pm : Winter Formal “*The Royal Ball*”**

# Centennial School District

2017-18 Smarter Balanced Data Review  
December 12, 2018

# New 'District Profile'



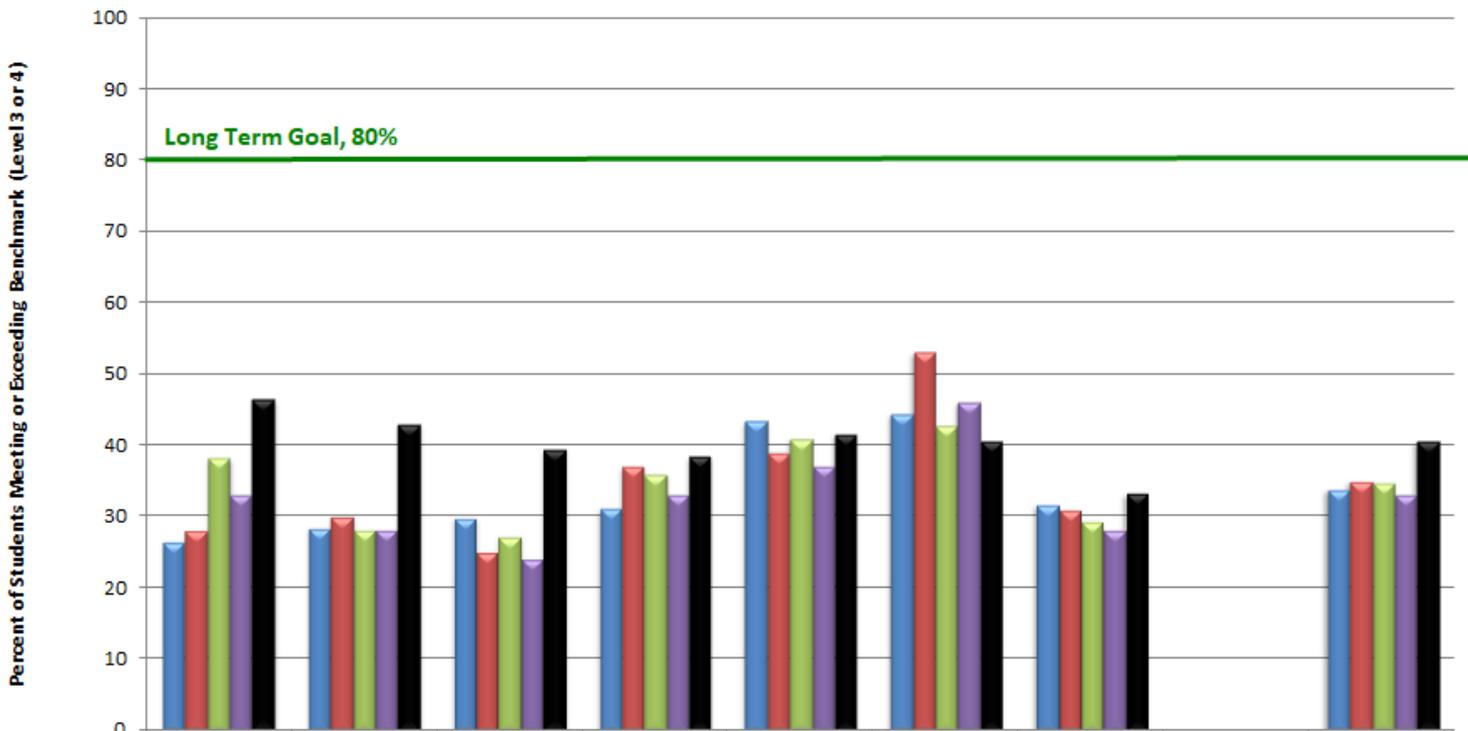
# District Math Data

- Slight decline overall, reflected in most student groups
- Grade 8 overall increase from previous year and above state average
- Student groups that exceeded statewide average: EL, American Indian, Native Hawaiian

\* ODE “long term goal” 80% meets/exceeds

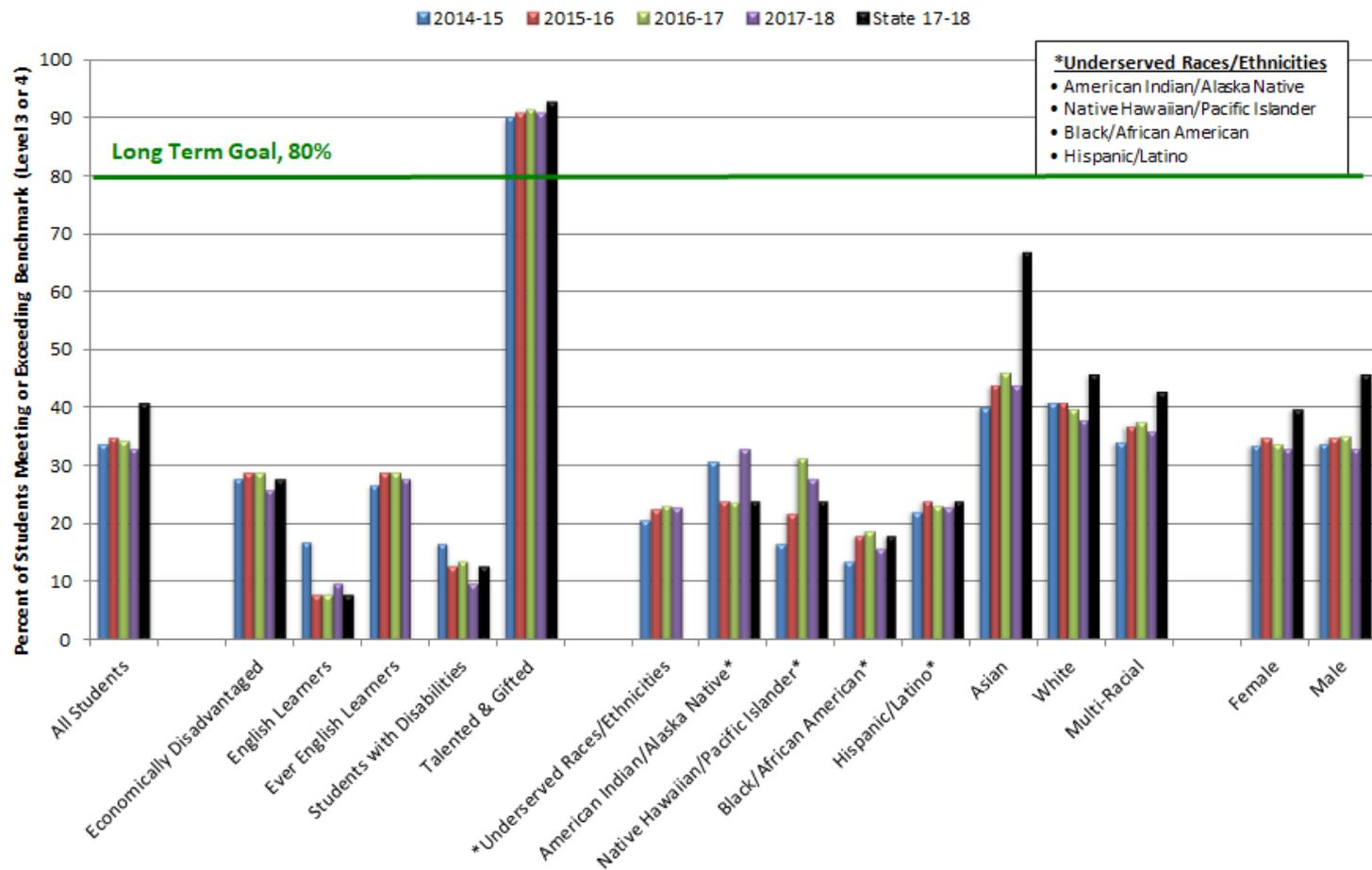
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## Centennial District - SBAC, 2014-18: Math



	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 11	All Grades
■ 2014-15	27	28	30	31	43	44	32	34
■ 2015-16	28	30	25	37	39	53	31	35
■ 2016-17	38	28	27	36	41	43	29	35
■ 2017-18	33	28	24	33	37	46	28	33
■ State 17-18	46	43	40	38	42	41	33	41

# Centennial District - SBAC, 2014-18: Math



# Math Next Steps

## New (2018-19):

- Professional Development:
  - Teachers Development Group: K-6 and 7-12 Best Practices 3-day PD
- Administrator learning walks in collaboration with MESD: math best practices
- SIG- Eureka Affirm assessment

## Continue (from 2017-18):

- Math teacher leader support and PD (MESD this year)
- iReady Math interim assessment (7-8)
- SIG: Math Coach

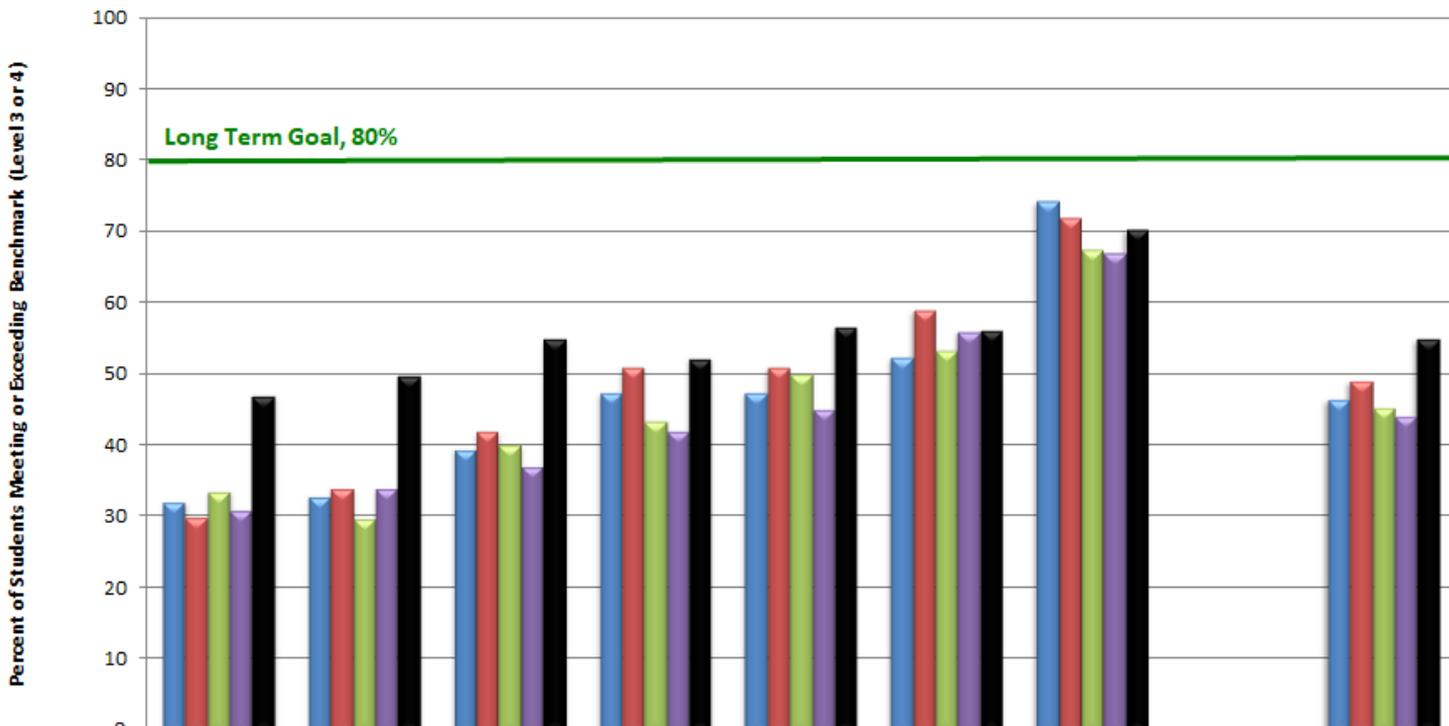
# District ELA Data

- Slight decline in percent proficient in all tested grades except grades 4 and 8, which increased
- Student groups who increased and exceeded state average: ELs, Native Hawaiian
- Student groups who increased from 16-17 but did not exceed state average: Black/African American<sup>27</sup>, Asian, TAG

\* ODE “long term goal” 80% meets/exceeds

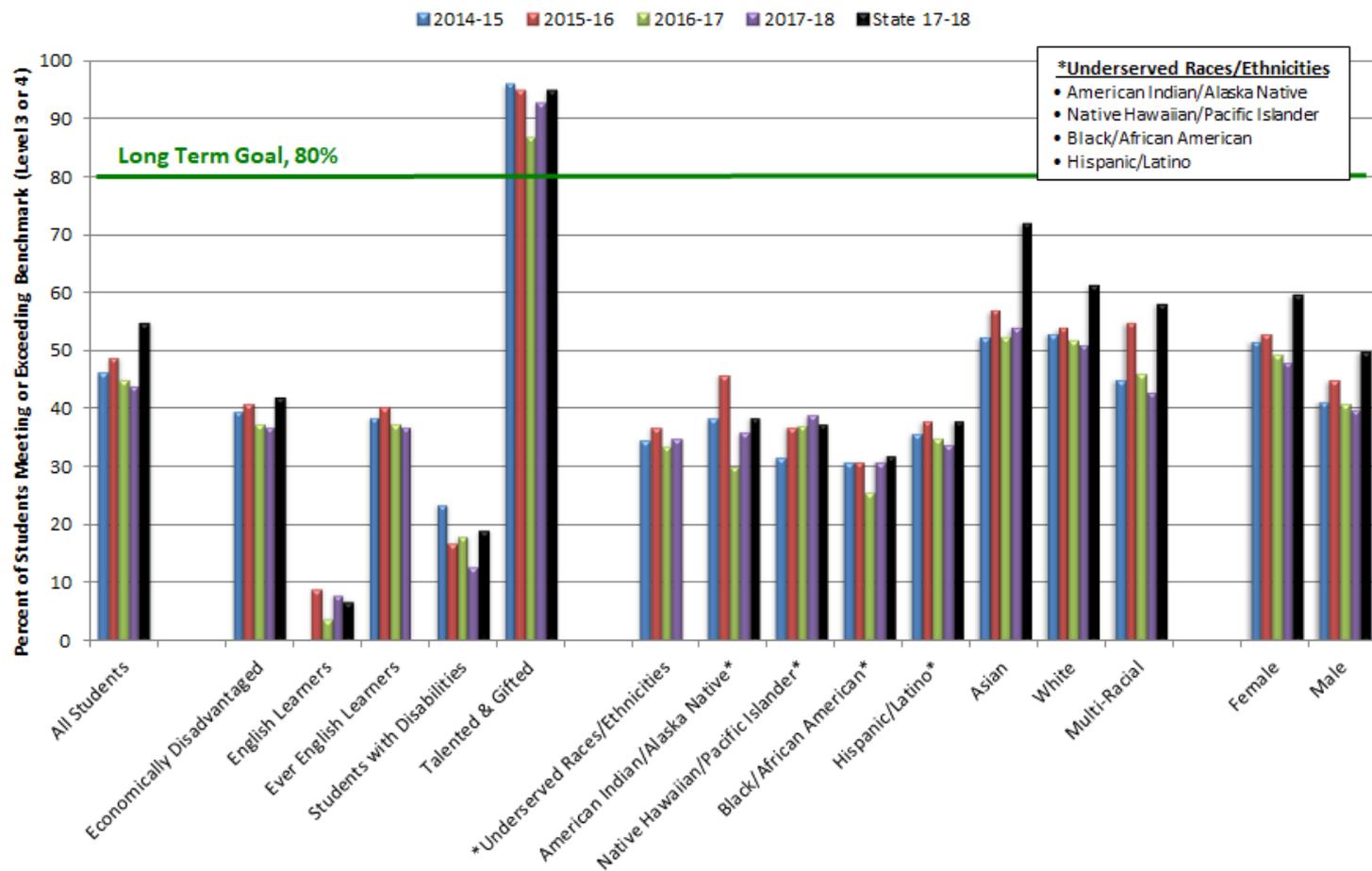
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## Centennial District - SBAC, 2014-18: English/Language Arts



	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 11	All Grades
■ 2014-15	32	33	40	47	47	52	74	46
■ 2015-16	30	34	42	51	51	59	72	49
■ 2016-17	34	30	40	44	50	53	68	45
■ 2017-18	31	34	37	42	45	56	67	44
■ State 17-18	47	50	55	52	57	56	70	55

## Centennial District - SBAC, 2014-18: English/Language Arts



# ELA Next Steps

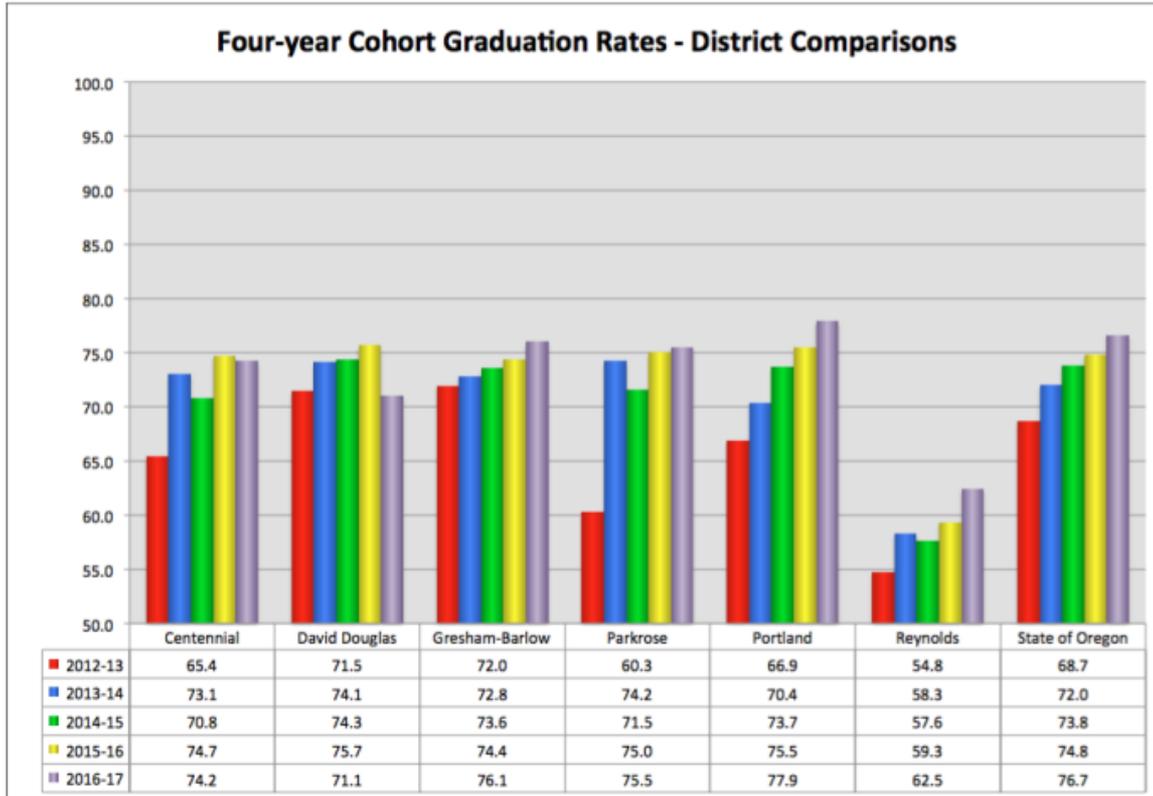
## Continue:

- Implementation of K-6 interim assessment
- PLCs, with additional paid time
- ELA Interim Assessment at CMS

## New:

- Aligned intervention materials for Title I Reading
- SIG AP positions support Literacy Coaching at PL and OE & promising data
- Constructing Meaning professional development- ELs

# Graduation Rates



2016-17 Four-year cohort graduation rates:

CSD: 74%

CHS: 84%

CPS: 28%

**CENTENNIAL MIDDLE SCHOOL SITE COUNCIL MINUTES  
November 8, 2018**

- |                                       |                          |                                |
|---------------------------------------|--------------------------|--------------------------------|
| X Rise' Hawley – Principal            | X Sonia Torres, Parent   | Svetlana Frey, Russian Liaison |
| X Tiffany Shaffer, Counselor/Teachers | X Tim Strutz, Parent     |                                |
| X Melissa Caraballo, Latino Network   | X Darlene Strutz, Parent |                                |
| X Pedro Abrev Faure, Parent           | X Jhonatan Bermortz      | C: Pamela Jordan               |

TOPIC	INFORMATION / DISCUSSION	CONCLUSION
Social Media	Presentation was given by two Portland Police Officers, Jarom Sweazey, CHS School Resource Officer and Officer Johnson. The goal was to provide attendees with information about the dangers of unmonitored social media accessed by teens and to provide resources to help parents monitor and protect their students. The presentation lasted just over an hour and included an opportunity for attendees to ask questions at the end. Additional resources to extend learning were also shared and links will be provided on the CMS webpage.	Parents, counselor, and Russian liaison expressed great appreciation and comments on how much they learned
Future Meeting Topics	A survey was given to seek input for future topics. Surveys were available in English and Spanish. Interpreters were present for Spanish and Russian. Top Choice: - How to be successful in 9 <sup>th</sup> grade (to be provided in early spring)	Collaborate with CHS to identify date and possible staff to come to CMS to speak with parents. Have CMS Communication Committee get more parent input via a survey on the CMS webpage to identify future topics of interest.
Next SITE meeting:	January 2019, TBD depending on parent identified topic.	Identify date, send email and automated

		communication to parents.
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**Centennial High School Site Council Minutes  
November 15, 2018**

<u>Attendance:</u>	X	Mairi Scott-Aguirre, Principal	X	Terry Schloth, Assistant Principal	X	Cing Dim, Student
		Damein Roache, SUN		Dylan Phung, Student		X Tami Burton, Secretary
	X	Louise Kim, Student	X	Eleonora Nuryagdieva, Counselor	X	Brandy Slack, Parent
	X	Mary Karam, Student	X	Candice Behm, Parent		

Topic	Information/Discussion	Conclusion
Approve Minutes From October Meeting	Site Council read the minutes from the October 18 meeting.	The minutes were approved as written.
Introductions	Site Council members introduced themselves.	
School Start Time	Mairi Scott-Aguirre shared there will be a meeting at the Centennial High School December 3 for community and staff input on school start. A parent survey will open on the web site in English, Spanish, Russian and Vietnamese. Staff and parents will have the opportunity to take a survey about the start time.	
Old Business: <ol style="list-style-type: none"> <li>1. Copy of SIP</li> <li>2. Questions About SIP</li> <li>3. Review "At A Glance"</li> <li>4. Review PD Plan</li> </ol>	<ol style="list-style-type: none"> <li>1. Site Council reviewed the SIP.</li> <li>2. Questions about the SIP:               <ul style="list-style-type: none"> <li>• What is the current graduation rate? The 2017 graduation rate was 84%. Mairi Scott-Aguirre described how the graduation rate is determined.</li> <li>• Was the first Eagle Expo well attended? Mairi Scott-Aguirre shared there was good attendance but it's difficult to have an exact number when the audience can come and go. Traditional back-to-school nights were not attracting high attendance. The Eagle Expo's are also an opportunity to exhibit student skills. Two more Eagle Expo's are scheduled: March 7 and June 4.</li> <li>• What is Makerspace? Mairi Scott-Aguirre shared the room is</li> </ul> </li> </ol>	

	<p>located near the metals class. The space is for students to create and do projects. There is photography equipment and other equipment for students to work with.</p> <ul style="list-style-type: none"> <li>• What is Fanschool? Mairi Scott-Aguirre shared it's similar to the idea of fantasy football but with countries. Students really enjoy it.</li> <li>• How many freshmen are on track for graduation at the end of the first year? Mairi Scott-Aguirre shared it's close to 81%</li> <li>• Were SAT's well attended? Mairi Scott-Aguirre shared SAT's were taken at the high school during the school day. It was very well attended. We're working on CHS being a Saturday test site at least once a year.</li> </ul> <p>3. "At A Glance For Centennial High School" Mairi Scott-Aguirre reviewed the new high school report card and described the new format.</p> <p>4. Review PD Plan Mairi Scott-Aguirre shared a copy of the PD plan for CHS staff. The PD plan closely aligns to the SIP.</p>	
<p>New Business: 1. Newsletters</p>	<p>Mairi Scott-Aguirre shared a copy of previous Site Council newsletter topics. Members discussed topics to be shared this year.</p>	

**Butler Creek School Site Council**  
**November 28, 2018 at 2:15 in Conference Room**

**Present:**  Heather Bailey, Principal  Lori Voakes, certified staff member  Sharon Pleith, parent  Mary Gilbert, classified staff member  Claire Donahue, certified staff member  Erin Boxell, certified staff member  primary parent TBD  
*( denotes member present)*

<b>Topic</b>	<b>Information/Discussion</b>	<b>Conclusion</b>
Staff and Parent Input	*PLC half-days are missed. *Discussed “Hanging with Santa” at last PTA meeting. No choir this year as requested by parents. *Desire for IXL for some parents. There was supposed to be something replaced IXL.	*Heather is looking into funding and believes these can be possible. *MobyMax can be used. ABC Mouse is an option. Prodigy is used by some teachers.
Logistics: Homework Next Steps	What direction do we want to go as a Site Council on this? <ul style="list-style-type: none"> <li>- Parents want consistency. What would be the best way to get information on this? Maybe do a general survey.</li> <li>- Research articles on what is best for kids re: homework on time and content.</li> <li>- Is a daily or weekly homework packet for that's better?</li> <li>- Difficult math</li> </ul> Thoughts? Set time frame, consistent across the grade level.	*Gather research (balanced and friendly) *Survey parents *Survey teachers  Survey will be reviewed at next site council meeting in December.
Title 1/other Funds Update	Variety of different fund sources: -Beginning of 18-19 school year Title I funding was 10% of last years budget. -Last year we had \$26,000 for the whole year. District was able to support us with finding additional title I funding to support Reading Results. They are working with 1st and 2nd grade. They are a non-profit. It costs \$5,000. The funding sources has to be consistent across the district. Heather had to use Title funds to source it. Through Title funding we were able to receive an additional \$6,000 for “foundational reading materials.”	-Go back to the strategic plan and look at that to see how we could meet those goals while also including parents.

	<ul style="list-style-type: none"><li>-Parent Involvement funds: \$3,077.46. Parent involvement money was used for multicultural day and math night last year.</li><li>-General fund budget: \$31,000 for the 2018-19 year.</li><li>-Student Body fund is at \$16,000. \$12 was allotted per child for field trips. In miscellaneous, there is \$6,900.</li></ul> Budget keeps shrinking, but the needs are still there.	
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**Next Meeting:** December 19th

Roles set: Facilitator: Heather, Timekeeper: Erin, Note taker: Lori (I write notes, get Heather to approve, and then send to Mary)

Mary: Posting to BC website & sending to Pam Jordan (Superintendent's secretary)

## Parklane Elementary School Site Council Minutes

Date: 12/06/18

**Members:**

X	Jorge Meza, Principal		Gayle Sideris, Assistant Principal	X	Norma Mardini, Spanish Liaison
	Teacher	X	Andrew, SUN School		
	Roxie Sprick, Parent	X	Parent: Katie Matthis		
	Jenny Lucas, Coach		TOSA		
	Brian Odom, REAP	X	Teacher-Jaci Drigen		

X - Present/A - Absent

TOPIC	INFORMATION/DISCUSSION	CONCLUSION/DECISIONS
<b>PTO Information</b>	Checking in about the success with Jog-A-Thon -PTO will sponsor African Drumming -Change Challenge -Increase participation by bringing the meeting to the apartment complex	African Dance Residency  Ongoing Change Challenge Jan. 4th count money 16th actual assembly Schedule a meeting at Arbor Glenn
<b>Attendance</b>	Brainstorming to increase given that it is a district, -Spirit Week to help encourage students to come to school on-day, attendance party, rotate	Plan to start attendance monthly dances -Continue to sent letters out to families who don't come on a regular basis, change letters so they aren't threatening; Review letters, a better job of informing; look into family carpooling

<b>REAP</b>	Sock drive is completed	Socks will be delivered to a homeless shelter;
<b>SUN -</b>	Homework has gotten better, STEAM Night coordination with PTO, Family cooking night, Financial Literacy Upcoming	PTO will possibly coordinate with SUN for STEAM Night
<b>CAP Review/ Leadership team</b>	Community Engagement Goal  Attendance at the Night Events	Continue to track how many families come to night events, and look to get new families involved;
Holidays	Making sure we represent as many diverse cultures as we can fro this time of year	Put up a billboard and make sure it isn't one holiday dominate
<b>Agenda for Next Meeting -</b>	-Bring community involvement goals -Follow up Rockwood Compassion Rockwood -Find Rosewood Initiative Resources -Continue to develop Watch Dogs -Connecting PTO & Café Moms	


Site Council  
 November 29, 2018  
 2:45-3:30 Library

<p>Introductions</p>	<p>Jeff Cerveny - admin          Jennie Webb - Parent          Shalon Dittler - Parent          Kim West - classified          Joan Callaghan - licensed</p>	
<p>Purpose</p>	<p>To review progress on strategic plan and discuss proposed updates.</p>	
<p>CAP</p>	<ul style="list-style-type: none"> <li>● The council discussed possible updates to the comprehensive achievement plan.</li> <li>● Possible update request to the TI budget would be necessary.</li> <li>● The team discussed a need to adopt a school wide program to address core instruction</li> <li>● Discussed staff turnover and training for any adopted program</li> </ul>	
<p>Professional Development</p>	<p>Half-Day PLCs</p> <ul style="list-style-type: none"> <li>● The team discussed accountability and teachers needing to submit plans summarizing their PLCs &amp; and plan outcomes. Answering the question, "How will you know this was successful?" will be included</li> </ul>	
<p>Progress monitoring for Strategic Plan &amp; SBAC Assessments</p>	<ul style="list-style-type: none"> <li>● Discussed the progress monitoring for number corner and DIBELS benchmark</li> <li>● Discussed how SBAC is aligned to progress monitoring assessments</li> </ul>	

Agenda

- Update on Tier I Meeting Outcome
- Update on PLC outcomes

**MEADOWS SILT/SITE COUNCIL MINUTES**  
**Agenda for: 12/6/18**

Attendance:

X	#Karen Weinert	X	#Meagan Rouse (Coach)	X	Sally Gradwohl (Title)	X	Anne Sires (SUN)
X	Erin Buehler (K-2 Rep)	ab	Dianne Reyes (3rd/4th Rep)	X	Holly Reed (5th/6th Rep)	X	Kendal Smith (ELL Rep)
X	Kate Ahl (parent)					ab	Lizzie Taylor (counselor)
ab	Bonnie Grimm (Equity)	ab	Elise Ferreira de Azavedo (DO)				

**X Present    AB Absent**  
**# Chairperson**

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We commit to the following **norms** while we work together as a team:

1. Give everyone equal opportunity to participate and contribute, share talk-time equally, and practice active listening.
2. Meetings will start at 2:40 and will end at 3:40, focus will be on the agenda, and discussions will remain on topic. (SILT members agree to be flexible if the meeting needs to be extended.)
3. We will have a consensus decision-making process where all points of view have been heard and the will of the group is evident or a decision is put to vote. Before a vote takes place, the decision to be made is restated clearly so that all members understand.
4. Decisions and items to be shared with staff will be clearly stated in the notes.
5. A flexible agenda will be set for the following meeting. Members need to email additional items for the agenda to Karen W.
6. The note taker for the day will share notes with Cathy for distribution.

TOPIC	DISCUSSION	CONCLUSION
<p><b>2:40-2:50</b> Review <a href="#">Tasks</a></p> <ul style="list-style-type: none"> <li>• Unable to reorganize data</li> </ul> <p>Norms Good News Parents Needed</p>		<p>We need to recruit more parents.</p>
<p><b>2:50-3:10</b> <a href="#">ELA PET</a></p> <ul style="list-style-type: none"> <li>• Look at slide show</li> <li>• <a href="#">Facilitators &amp; Material needed</a></li> <li>• Facilitators</li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">December 11 - Strategic Planning - PET</a></li> <li>• <a href="#">February 26 - Strategic Planning - Review small group PETS</a></li> <li>• <a href="#">March -Problem Solving</a></li> <li>• <a href="#">April 23</a></li> <li>• <a href="#">May 14</a></li> <li>• <a href="#">June 11</a></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Kendal and Meagan will facilitate December 11.</b></li> <li>• <b>We will add SBAC data to Strengths and Challenges</b></li> <li>• <b>We will pre-enter info from Strengths and Challenges into Needs assessment</b></li> </ul>
<p><b>3:10-3:35</b> CSC Survey Results</p> <ul style="list-style-type: none"> <li>• <a href="#">Parent Survey</a> English</li> <li>• <a href="#">Parent Survey</a> Spanish</li> <li>• <a href="#">Faculty Survey</a></li> <li>• <a href="#">Support Staff Survey</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Strengths/Challenges/Implications</a></li> </ul>	<ul style="list-style-type: none"> <li>• We started the Strengths/Challenges/Implications for Parent and Faculty Survey. Will come back to the remainder of the surveys at our next meeting.</li> </ul>

<ul style="list-style-type: none"> <li>• <a href="#">Student Survey</a></li> </ul>		
<b>3:35-3:40</b>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• PLC's will be an option the first week we are back</li> </ul>
<p>NEXT AGENDA:</p> <ul style="list-style-type: none"> <li>• Finish reviewing CSC &amp; completing S/C/I</li> <li>• Attendance/Lizzie</li> </ul>		<p><b>Meagan</b> share notes with Cathy and post onto Meadows Staff Website.</p>

**CENTENNIAL SCHOOL DISTRICT**  
**18135 SE Brooklyn St.**  
**Portland, OR 97236**  
503-760-7990

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**CONFIRMATION**

TO: Board of Directors  
DATE: December 12, 2018  
SUBJECT: Financial Statement as of October 31, 2018

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Submitted herewith is the financial statement for the Centennial School District for the fiscal year to date and as of October 31, 2018. The District's expenditures are within authorized appropriations.

This financial statement is prepared on the cash basis of accounting.

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
MULTNOMAH COUNTY, OREGON  
STATEMENT OF REVENUE AND EXPENDITURES  
FISCAL YEAR TO DATE AS OF October 31, 2018

**GENERAL FUND**

<u>RESOURCES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Beginning Fund Balance July 1, 2018	1,794,250.00	1,834,790.23	40,540.23
<u>REVENUE:</u>			
From Local Sources	13,776,906.00	585,081.30	(13,191,824.70)
From Intermediate Sources	1,000.00	0.00	(1,000.00)
From State Sources	53,345,300.00	21,152,713.00	(32,192,587.00)
From Federal Sources	0.00	0.00	0.00
From Other Sources	0.00	0.00	0.00
	<u>67,123,206.00</u>	<u>21,737,794.30</u>	<u>(45,385,411.70)</u>
TOTAL REVENUE			
	<u>68,917,456.00</u>	<u>23,572,584.53</u>	<u>(45,344,871.47)</u>
TOTAL RESOURCES			

<u>EXPENDITURES:</u>	<u>APPROPRIATION</u>	<u>ACTUAL</u>	<u>BALANCE</u>
Instruction	43,595,725.61	7,535,466.57	36,060,259.04
Supporting Services	24,041,628.23	6,152,905.55	17,888,722.68
Enterprise & Community Service	99,982.16	37,022.13	62,960.03
Facility Acquisition & Construction	0.00	0.00	0.00
Other Uses	180,120.00	134,168.75	45,951.25
Operating Contingency	1,000,000.00	0.00	1,000,000.00
	<u>68,917,456.00</u>	<u>13,859,563.00</u>	<u>55,057,893.00</u>
TOTAL EXPENDITURES			
Ending Fund Balance		<u>9,713,021.53</u>	

COMPOSITION OF ENDING FUND BALANCE:

Cash in Bank	8,985,938.42
Petty Cash	7,300.00
Investments - LGIP	1,327,816.50
Money Market	1,454,529.09
Money Market - CHS Band Uniforms	41,184.88
Taxes Receivable	419,503.90
Accounts Receivable	19,568.23
Accounts Payable	(6,978.11)
Payroll Liabilities	(579,655.65)
Payroll Withholdings	(1,956,185.73)
TOTAL FUND BALANCE	<u>9,713,021.53</u>

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
 MULTNOMAH COUNTY, OREGON  
 STATEMENT OF REVENUE AND EXPENDITURES  
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**DINING SERVICES FUND**

<u>RESOURCES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Beginning Fund Balance July 1, 2018	250,000.00	(85,964.40)	(335,964.40)
 <u>REVENUE:</u>			
From Local Sources	2,230,535.00	70,724.44	(2,159,810.56)
From State Sources	50,000.00	0.00	(50,000.00)
From Federal Sources	2,962,000.00	335,014.44	(2,626,985.56)
TOTAL REVENUE	<u>5,242,535.00</u>	<u>405,738.88</u>	<u>(4,836,796.12)</u>
TOTAL RESOURCES	<u>5,492,535.00</u>	<u>319,774.48</u>	<u>(5,172,760.52)</u>
 <u>EXPENDITURES:</u>			
	<u>APPROPRIATION</u>	<u>ACTUAL</u>	<u>BALANCE</u>
Enterprise & Community Service	5,292,535.00	891,641.69	4,400,893.31
Operating Contingency	200,000.00	0.00	200,000.00
TOTAL EXPENDITURES	<u>5,492,535.00</u>	<u>891,641.69</u>	<u>4,600,893.31</u>
Ending Fund Balance		<u><u>(571,867.21)</u></u>	
 <u>COMPOSITION OF ENDING FUND BALANCE:</u>			
Cash in Bank		(537,029.26)	
Petty Cash		1,079.70	
Accounts Receivable		(23,558.62)	
Accounts Payable		(12,359.03)	
Deferred Revenue		0.00	
TOTAL FUND BALANCE		<u><u>(571,867.21)</u></u>	

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
MULTNOMAH COUNTY, OREGON  
STATEMENT OF REVENUE AND EXPENDITURES  
FISCAL YEAR TO DATE AS OF October 31, 2018

**TRANSPORTATION FUND**

<u>RESOURCES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Beginning Fund Balance July 1, 2018	224,936.00	226,161.98	1,225.98
<u>REVENUE:</u>			
From Local Sources	600.00	899.36	299.36
From State Sources	181,392.00	0.00	(181,392.00)
From Other Sources	0.00	0.00	0.00
TOTAL REVENUE	<u>181,992.00</u>	<u>899.36</u>	<u>(181,092.64)</u>
TOTAL RESOURCES	<u>406,928.00</u>	<u>227,061.34</u>	<u>(179,866.66)</u>
<u>EXPENDITURES:</u>	<u>APPROPRIATION</u>	<u>ACTUAL</u>	<u>BALANCE</u>
Supporting Services	0.00	0.00	0.00
Other Uses	221,220.00	160,403.40	60,816.60
Contingencies	0.00	0.00	0.00
Unappropriated Ending Balance	185,708.00	0.00	185,708.00
TOTAL EXPENDITURES	<u>406,928.00</u>	<u>160,403.40</u>	<u>246,524.60</u>
Ending Fund Balance		<u><u>66,657.94</u></u>	
<u>COMPOSITION OF ENDING FUND BALANCE:</u>			
Cash in Bank		(42,806.98)	
Investments - LGIP		<u>109,464.92</u>	
TOTAL FUND BALANCE		<u><u>66,657.94</u></u>	

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
 MULTNOMAH COUNTY, OREGON  
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**ENERGY CONSERVATION FUND**

<u>RESOURCES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Beginning Fund Balance July 1, 2018	419,853.00	439,736.68	19,883.68
 <u>REVENUE:</u>			
From Local Sources	120,650.00	42,951.30	(77,698.70)
TOTAL REVENUE	120,650.00	42,951.30	(77,698.70)
TOTAL RESOURCES	540,503.00	482,687.98	(57,815.02)
 <u>EXPENDITURES:</u>			
	<u>APPROPRIATION</u>	<u>ACTUAL</u>	<u>BALANCE</u>
Supporting Services	150,000.00	0.00	150,000.00
Facility Acquisition & Construction	390,503.00	0.00	390,503.00
TOTAL EXPENDITURES	540,503.00	0.00	540,503.00
Ending Fund Balance		<b><u><u>482,687.98</u></u></b>	
 <u>COMPOSITION OF ENDING FUND BALANCE:</u>			
Cash in Bank		407,252.34	
Investments - LGIP		75,435.64	
Accounts Receivable		0.00	
TOTAL FUND BALANCE		<b><u><u>482,687.98</u></u></b>	

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
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**TECHNOLOGY IMPROVEMENT FUND**

<u>RESOURCES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Beginning Fund Balance July 1, 2018	27,258.00	31,876.95	4,618.95

<u>REVENUE:</u>			
From Local Sources	<u>67,000.00</u>	<u>8,850.92</u>	<u>(58,149.08)</u>
TOTAL REVENUE	<u>67,000.00</u>	<u>8,850.92</u>	<u>(58,149.08)</u>
TOTAL RESOURCES	<u>94,258.00</u>	<u>40,727.87</u>	<u>(53,530.13)</u>

<u>EXPENDITURES:</u>			
Instruction	<u>52,258.00</u>	<u>9,630.00</u>	<u>42,628.00</u>
Support Services	<u>42,000.00</u>	<u>68,034.32</u>	<u>(26,034.32)</u>
TOTAL EXPENDITURES	<u>94,258.00</u>	<u>77,664.32</u>	<u>16,593.68</u>
Ending Fund Balance		<u><u>(36,936.45)</u></u>	

COMPOSITION OF ENDING FUND BALANCE:

Cash in Bank	<u>(36,936.45)</u>
TOTAL FUND BALANCE	<u><u>(36,936.45)</u></u>

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
 MULTNOMAH COUNTY, OREGON  
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**ROBERT P. JACOBSEN JR ENDOWMENT FUND**

<u>RESOURCES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Beginning Fund Balance July 1, 2018	8,272.00	8,414.78	142.78
 <u>REVENUE:</u>			
From Local Sources	<u>2,850.00</u>	<u>1,865.57</u>	<u>(984.43)</u>
TOTAL REVENUE	<u>2,850.00</u>	<u>1,865.57</u>	<u>(984.43)</u>
TOTAL RESOURCES	<u>11,122.00</u>	<u>10,280.35</u>	<u>(841.65)</u>
 <u>EXPENDITURES:</u>			
	<u>APPROPRIATION</u>	<u>ACTUAL</u>	<u>BALANCE</u>
Instruction	2,122.00	0.00	2,122.00
Enterprise & Community Service	9,000.00	0.00	9,000.00
Operating Contingency	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>11,122.00</u>	<u>0.00</u>	<u>11,122.00</u>
Ending Fund Balance		<u><u><b>10,280.35</b></u></u>	

COMPOSITION OF ENDING FUND BALANCE:

Cash in Bank	4,911.17
Investments - LGIP	<u>5,369.18</u>
TOTAL FUND BALANCE	<u><u><b>10,280.35</b></u></u>

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
 MULTNOMAH COUNTY, OREGON  
 STATEMENT OF REVENUE AND EXPENDITURES  
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**DEBT SERVICE FUND**

<u>RESOURCES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Beginning Fund Balance July 1, 2018	2,901,700.00	2,993,455.14	91,755.14
 <u>REVENUE:</u>			
From Local Sources	<u>3,222,700.00</u>	<u>151,802.31</u>	<u>(3,070,897.69)</u>
TOTAL REVENUE	<u>3,222,700.00</u>	<u>151,802.31</u>	<u>(3,070,897.69)</u>
TOTAL RESOURCES	<u>6,124,400.00</u>	<u>3,145,257.45</u>	<u>(2,979,142.55)</u>
 <u>EXPENDITURES:</u>			
	<u>APPROPRIATION</u>	<u>ACTUAL</u>	<u>BALANCE</u>
Other Uses	3,053,050.00	0.00	3,053,050.00
Unappropriated Ending Balance	<u>3,071,350.00</u>	<u>0.00</u>	<u>3,071,350.00</u>
TOTAL EXPENDITURES	<u>6,124,400.00</u>	<u>0.00</u>	<u>6,124,400.00</u>
TOTAL FUND BALANCE		<b><u><u>3,145,257.45</u></u></b>	

COMPOSITION OF ENDING FUND BALANCE:

Cash in Bank	0.00
Investments - LGIP 4440	1,208,788.15
Investments - LGIP 5126	1,936,469.30
Taxes Receivable	<u>0.00</u>
TOTAL FUND BALANCE	<b><u><u>3,145,257.45</u></u></b>

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
 MULTNOMAH COUNTY, OREGON  
 STATEMENT OF REVENUE AND EXPENDITURES  
 FISCAL YEAR TO DATE AS OF October 31, 2018

**CAPITAL PROJECTS RESERVE FUND**

<u>RESOURCES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Beginning Fund Balance July 1, 2018	645,875.00	1,264,075.13	618,200.13
 <u>REVENUE:</u>			
From Local Sources	152,000.00	110,496.00	(41,504.00)
From Other Sources	0.00	0.00	0.00
TOTAL REVENUE	<u>152,000.00</u>	<u>110,496.00</u>	<u>(41,504.00)</u>
TOTAL RESOURCES	<u>797,875.00</u>	<u>1,374,571.13</u>	<u>576,696.13</u>
 <u>EXPENDITURES:</u>			
	<u>APPROPRIATION</u>	<u>ACTUAL</u>	<u>BALANCE</u>
Facility Acquisition & Construction	<u>797,875.00</u>	<u>22,867.14</u>	<u>775,007.86</u>
TOTAL EXPENDITURES	<u>797,875.00</u>	<u>22,867.14</u>	<u>775,007.86</u>
Ending Fund Balance		<u><b>1,351,703.99</b></u>	
 <u>COMPOSITION OF ENDING FUND BALANCE:</u>			
Cash in Bank		906,038.80	
Investments - LGIP		445,665.19	
Accounts Receivable		<u>0.00</u>	
TOTAL FUND BALANCE		<u><b>1,351,703.99</b></u>	

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
 MULTNOMAH COUNTY, OREGON  
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**CENTER FOR ADVANCED LEARNING**

<u>RESOURCES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Beginning Fund Balance July 1, 2018	72,208.00	87,845.62	15,637.62

<u>REVENUE:</u>			
From Local Sources	<u>105,292.00</u>	<u>10,656.34</u>	<u>(94,635.66)</u>
TOTAL REVENUE	<u>105,292.00</u>	<u>10,656.34</u>	<u>(94,635.66)</u>
TOTAL RESOURCES	<u>177,500.00</u>	<u>98,501.96</u>	<u>(78,998.04)</u>

<u>EXPENDITURES:</u>	<u>APPROPRIATION</u>	<u>ACTUAL</u>	<u>BALANCE</u>
Support Services	75,000.00	27,557.00	47,443.00
Other Uses	0.00	0.00	0.00
Unappropriated Fund Balance	<u>102,500.00</u>	<u>0.00</u>	<u>102,500.00</u>
TOTAL EXPENDITURES	<u>177,500.00</u>	<u>27,557.00</u>	<u>149,943.00</u>
Ending Fund Balance		<u><u>70,944.96</u></u>	

COMPOSITION OF ENDING FUND BALANCE:

Cash in Bank	35,002.93
Investments - LGIP	<u>35,942.03</u>
TOTAL FUND BALANCE	<u><u>70,944.96</u></u>

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
 MULTNOMAH COUNTY, OREGON  
 STATEMENT OF REVENUE AND EXPENDITURES  
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**RISK MANAGEMENT FUND**

<u>RESOURCES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Beginning Fund Balance July 1, 2018	454,140.00	578,138.06	123,998.06
 <u>REVENUE:</u>			
From Local Sources	1,003,692.00	188,090.83	(815,601.17)
From Other Sources	25,000.00	7,619.37	(17,380.63)
TOTAL REVENUE	<u>1,028,692.00</u>	<u>195,710.20</u>	<u>(832,981.80)</u>
TOTAL RESOURCES	<u>1,482,832.00</u>	<u>773,848.26</u>	<u>(708,983.74)</u>
 <u>EXPENDITURES:</u>			
	<u>APPROPRIATION</u>	<u>ACTUAL</u>	<u>BALANCE</u>
Supporting Services	1,172,893.00	644,350.68	528,542.32
Other Uses	200,289.00	0.00	200,289.00
Operating Contingency	109,650.00	0.00	109,650.00
TOTAL EXPENDITURES	<u>1,482,832.00</u>	<u>644,350.68</u>	<u>838,481.32</u>
Ending Fund Balance		<u><b>129,497.58</b></u>	
 <u>COMPOSITION OF ENDING FUND BALANCE:</u>			
Cash in Bank		10,967.47	
Investments - LGIP		118,084.12	
Accounts Receivable		445.99	
Accounts Payable		0.00	
TOTAL FUND BALANCE		<u><b>129,497.58</b></u>	

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
 MULTNOMAH COUNTY, OREGON  
 STATEMENT OF REVENUE AND EXPENDITURES  
 FISCAL YEAR TO DATE AS OF October 31, 2018

**EARLY RETIREMENT FUND**

<u>RESOURCES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Beginning Fund Balance July 1, 2018	77,969.00	241,396.46	163,427.46
 <u>REVENUE:</u>			
From Local Sources	248,233.00	48,453.54	(199,779.46)
From Other Sources	200,289.00	0.00	(200,289.00)
TOTAL REVENUE	<u>448,522.00</u>	<u>48,453.54</u>	<u>(400,068.46)</u>
TOTAL RESOURCES	<u>526,491.00</u>	<u>289,850.00</u>	<u>(236,641.00)</u>
 <u>EXPENDITURES:</u>			
	<u>APPROPRIATION</u>	<u>ACTUAL</u>	<u>BALANCE</u>
Supporting Services	<u>526,491.00</u>	<u>132,440.35</u>	<u>394,050.65</u>
TOTAL EXPENDITURES	<u>526,491.00</u>	<u>132,440.35</u>	<u>394,050.65</u>
Ending Fund Balance		<u><b>157,409.65</b></u>	
 <u>COMPOSITION OF ENDING FUND BALANCE:</u>			
Cash in Bank		<u>157,409.65</u>	
TOTAL FUND BALANCE		<u><b>157,409.65</b></u>	

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
 MULTNOMAH COUNTY, OREGON  
 STATEMENT OF REVENUE AND EXPENDITURES  
 FISCAL YEAR TO DATE AS OF October 31, 2018

**GRANTS FUND**

<u>RESOURCES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Beginning Fund Balance July 1, 2018	0.00	0.00	0.00

<u>REVENUE:</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
From Local Sources	1,100,000.00	64,659.64	(1,035,340.36)
From Intermediate Sources	440,000.00	25,890.55	(414,109.45)
From State Sources	1,648,050.00	180,113.02	(1,467,936.98)
From Federal Sources	5,687,980.00	628,445.97	(5,059,534.03)
From Other Sources	15,000.00	0.00	(15,000.00)
TOTAL REVENUE	<u>8,891,030.00</u>	<u>899,109.18</u>	<u>(7,991,920.82)</u>
TOTAL RESOURCES	<u>8,891,030.00</u>	<u>899,109.18</u>	<u>(7,991,920.82)</u>

<u>EXPENDITURES:</u>	<u>APPROPRIATION</u>	<u>ACTUAL</u>	<u>BALANCE</u>
Instruction	3,282,261.00	630,760.66	2,651,500.34
Support Services	5,028,884.00	992,794.69	4,036,089.31
Enterprise & Community Service	219,885.00	40,576.68	179,308.32
Facility Acquisition & Construction	360,000.00	0.00	360,000.00
TOTAL EXPENDITURES	<u>8,891,030.00</u>	<u>1,664,132.03</u>	<u>7,226,897.97</u>
Ending Fund Balance		<u><u>(765,022.85)</u></u>	

COMPOSITION OF ENDING FUND BALANCE:

Cash in Bank	(985,176.90)
CD - CHS Turf	1,177.69
Accounts Receivable-Prior Year	224,034.79
Accounts Payable-Prior Year	(5,058.43)
Deferred Revenue	<u>0.00</u>
TOTAL FUND BALANCE	<u><u>(765,022.85)</u></u>

CENTENNIAL SCHOOL DISTRICT NO. 28JT  
MULTNOMAH COUNTY, OREGON  
STATEMENT OF REVENUE AND EXPENDITURES  
FISCAL YEAR TO DATE AS OF October 31, 2018

STATEMENT OF CASH IN BANK

**OCTOBER 31, 2018**

RECAPITULATION OF ALL FUNDS

CASH IN BANK

GENERAL FUND	<u>8,985,938.42</u>
DINING SERVICES FUND	<u>(537,029.26)</u>
TRANSPORTATION FUND	<u>(42,806.98)</u>
ENERGY CONSERVATION FUND	<u>407,252.34</u>
TECHNOLOGY IMPROVEMENT FUND	<u>(36,936.45)</u>
ROBERT P JACOBSEN ENDOWMENT FUND	<u>4,911.17</u>
DEBT SERVICE FUND	<u>0.00</u>
CAPITAL RESERVE FUND	<u>906,038.80</u>
CENTER FOR ADVANCED LEARNING FUND	<u>35,002.93</u>
RISK MANAGEMENT FUND	<u>10,967.47</u>
EARLY RETIREMENT FUND	<u>157,409.65</u>
GRANTS FUND	<u>(985,176.90)</u>
COMBINED CASH BALANCE	<u><b>8,905,571.19</b></u>

**CLASS SIZE ANALYSIS**  
**Elementary Registration Count**  
**December 3, 2018**

	Kinder	First	Second	Third	Fourth	Fifth	Sixth	Total
<b>PE</b>	19	23	24	26	28	33	23	
	19	23	25	31	29	36	22	
	21	22	23		28		25	
<b>PE Total</b>	<b>59</b>	<b>68</b>	<b>72</b>	<b>57</b>	<b>85</b>	<b>69</b>	<b>70</b>	<b>480</b>

<b>PB</b>	22	26	29	28	33	26	26	
	24	28	28	28	32	27	24	
	24	27	28	29		26	25	
<b>WE Total</b>	<b>70</b>	<b>81</b>	<b>85</b>	<b>85</b>	<b>65</b>	<b>79</b>	<b>75</b>	<b>540</b>

<b>BC</b>	25	26	29	28	26	31	32	
	25	25	31	26	25	30	32	
	23	26	28	29	26	31		
<b>Supported Ed</b>		2	2	1	3			<b>8</b>
<b>BC Total</b>	<b>73</b>	<b>79</b>	<b>90</b>	<b>84</b>	<b>80</b>	<b>92</b>	<b>64</b>	<b>562</b>

<b>PL</b>	20	21	28	21	24	27	25	
	19	21	25	24	24	27	26	
	18	19						
<b>Supported Ed</b>							8	<b>8</b>
<b>PL Total</b>	<b>57</b>	<b>61</b>	<b>53</b>	<b>45</b>	<b>48</b>	<b>54</b>	<b>59</b>	<b>377</b>

<b>OE</b>	21	26	23	23	24	29	23	
	22	25	23	22	23	30	24	
			23		26			
<b>OE Total</b>	<b>43</b>	<b>51</b>	<b>69</b>	<b>45</b>	<b>73</b>	<b>59</b>	<b>47</b>	<b>387</b>

<b>ME</b>	25	26	27	23	30	26	34	
	26	26	26	23	29	28	33	
						28		
<b>ME Total</b>	<b>51</b>	<b>52</b>	<b>53</b>	<b>46</b>	<b>59</b>	<b>82</b>	<b>67</b>	<b>410</b>

<b>PV</b>	26	23	31	29	25	37	25	
	26	24	30	29	22	35	23	
							24	
<b>PV Total</b>	<b>52</b>	<b>47</b>	<b>61</b>	<b>58</b>	<b>47</b>	<b>72</b>	<b>72</b>	<b>409</b>

<b>Total District</b>	<b>405</b>	<b>439</b>	<b>483</b>	<b>420</b>	<b>457</b>	<b>507</b>	<b>454</b>	<b>3,165</b>
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**CENTENNIAL SCHOOL DISTRICT  
STUDENT COUNT 2018-2019**

**December 3, 2018**

	Powell										Alternative Placements	TOTAL	Avg Class
	PATRICK	Butte	BC	PL	OE	MEA	PV	CMS	CPS	CHS			
<b>Kindergarten</b>	<b>59</b>	<b>70</b>	<b>73</b>	<b>57</b>	<b>43</b>	<b>51</b>	<b>52</b>					<b>405</b>	
Loads	20	23	24	19	22	26	26						22.76
Teachers	3	3	3	3	2	2	2					18	
<b>Grade 1</b>	<b>68</b>	<b>81</b>	<b>77</b>	<b>61</b>	<b>51</b>	<b>52</b>	<b>47</b>					<b>437</b>	
Loads	23	27	26	20	26	26	24						24.38
Teachers	3	3	3	3	2	2	2					18	
<b>Grade 2</b>	<b>72</b>	<b>85</b>	<b>88</b>	<b>53</b>	<b>69</b>	<b>53</b>	<b>61</b>					<b>481</b>	
Loads	24	28	29	27	23	27	31						26.88
Teachers	3	3	3	2	3	2	2					18	
<b>Grade 3</b>	<b>57</b>	<b>85</b>	<b>83</b>	<b>45</b>	<b>45</b>	<b>46</b>	<b>58</b>					<b>419</b>	
Loads	29	28	28	23	23	23	29						25.93
Teachers	2	3	3	2	2	2	2					16	
<b>Grade 4</b>	<b>85</b>	<b>65</b>	<b>77</b>	<b>48</b>	<b>73</b>	<b>59</b>	<b>47</b>					<b>454</b>	
Loads	28	33	26	24	24	30	24						26.83
Teachers	3	2	3	2	3	2	2					17	
<b>Grade 5</b>	<b>69</b>	<b>79</b>	<b>92</b>	<b>54</b>	<b>59</b>	<b>82</b>	<b>72</b>					<b>507</b>	
Loads	35	26	31	27	30	27	36						30.19
Teacher	2	3	3	2	2	3	2					17	
<b>Grade 6</b>	<b>70</b>	<b>75</b>	<b>64</b>	<b>51</b>	<b>47</b>	<b>67</b>	<b>72</b>					<b>446</b>	
Loads	23	25	32	26	24	34	24						26.69
Teachers	3	3	2	2	2	2	3					17	
<b>Subtotal Elementary</b>	<b>480</b>	<b>540</b>	<b>554</b>	<b>369</b>	<b>387</b>	<b>410</b>	<b>409</b>					<b>3,149</b>	
<b>Average Class Size (1)</b>	<b>23.71</b>	<b>25.25</b>	<b>26.28</b>	<b>21.78</b>	<b>22.84</b>	<b>25.63</b>	<b>25.53</b>						<b>24.35</b>
<b>Grade 7</b>								445				<b>445</b>	
<b>Grade 8</b>								457				<b>457</b>	
Teachers								37				37	
<b>Subtotal Middle School</b>								<b>902</b>				<b>902</b>	
<b>Average Class Size (1)</b>								<b>28.2</b>				<b>28.16</b>	
<b>Grade 9</b>									14	481		<b>495</b>	
<b>Grade 10</b>									20	438		<b>458</b>	
<b>Grade 11</b>									28	402		<b>430</b>	
<b>Grade 12</b>									40	401		<b>441</b>	
Teachers									9.5	63.5		73	
<b>Subtotal HS</b>									<b>102</b>	<b>1,722</b>		<b>1,824</b>	
<b>Average Class Size (1)</b>									<b>11</b>	<b>29.7</b>		<b>29.7</b>	
Alternative Placements:													
CPS Night School/Time Tracking									32			<b>32</b>	
Centennial Transition Center											48	<b>48</b>	
Rosemary Anderson (POIC)											54	<b>54</b>	
Open School											25	<b>25</b>	
Special Education			8	8					10		67	<b>93</b>	
Non Special Education											7	<b>7</b>	
<b>Total Students</b>	<b>480</b>	<b>540</b>	<b>562</b>	<b>377</b>	<b>387</b>	<b>410</b>	<b>409</b>	<b>902</b>	<b>144</b>	<b>1,722</b>	<b>201</b>	<b>6,134</b>	
<b>Total Class Teachers</b>	<b>19</b>	<b>20</b>	<b>20</b>	<b>16</b>	<b>16</b>	<b>15</b>	<b>15</b>	<b>37</b>	<b>9.5</b>	<b>63.5</b>	<b>N/A</b>	<b>231</b>	
Projected 2018-19	523	539	562	384	409	415	415	948	155	1,731	177	6,258	
Nominal Variance	-43	1	0	-7	-22	-5	-6	-46	-11	-9	24	-124	
% Variance	-8.2%	0.2%	0.0%	-1.8%	-5.4%	-1.2%	-1.4%	-4.9%	-7.1%	-0.5%	13.6%	-2.0%	
ENROLLED	4	8	8	8	1	4	8	9	13	9	12	84	
WITHDRAWN	4	8	14	7	5	13	6	15	23	32	3	130	

(1) Elementary schools - teacher count includes only classroom teachers and excludes specialists.

**CENTENNIAL SCHOOL DISTRICT  
STUDENT COUNT 2018-2019**

	PE	Powell Butte	BC	PL	OE	ME	PV	CMS	CPS	CHS	Alternative Placements	TOTAL
September	485	556	570	380	382	415	410	917	134	1,767	110	6,126
October	485	557	569	394	383	421	408	905	144	1,754	188	6,208
November	480	542	568	389	389	419	407	908	154	1,745	177	6,178
December	<b>480</b>	<b>540</b>	<b>562</b>	<b>377</b>	<b>387</b>	<b>410</b>	<b>409</b>	<b>902</b>	<b>144</b>	<b>1,722</b>	<b>201</b>	<b>6,134</b>
January												0
February												0
March												0
April												0
May												0
June												0
PROJECTED October 1, 2018	0	0	0	0	0	0	0	0	0	0	0	0

**ENROLLMENT CHANGES**

ACCUMULATIVE ENROLLED	19	12	17	16	9	25	17	23	74	75	14	301
ACCUMULATIVE WITHDRAWN	10	27	21	14	9	22	18	31	61	95	7	315

**ENROLLMENT HISTORY ( OCTOBER 1 ENROLLMENT)**

2017/2018	523	539	562	384	409	415	415	948	155	1,731	177	6,258
2016/2017	506	505	572	364	452	435	404	928	168	1,799	205	6,338
2015/2016	533	516	561	388	426	508	412	914	141	1,834	154	6,387
2014/2015	452	519	543	420	401	506	421	962	141	1,813	153	6,331
2013/2014	415	519	540	412	400	528	454	1,005	134	1,785	146	6,338
2012/2013	402	495	579	413	380	495	479	1,013	117	1,786	103	6,262
2011/2012	444	488	623	406	393	457	495	993	135	1,880	108	6,422
2010/2011	458	531	604	402	420	490	560	968	137	1,903	165	6,638
2009/2010	488	575	533	502	385	520	566	1,024	133	1,835	162	6,723
2008/2009	510	536	521	507	396	530	540	1,089	135	1,866	194	6,824
2007/2008	491	558	496	521	393	531	547	1,003	135	1,834	162	6,671
2006/2007	473	597	532	506	402	523	524	1,008	65	1,886	215	6,731
2005/2006	494	465	595	506	390	533	546	1,028	59	1,819	220	6,655
2004/2005	482	451	520	541	397	483	579	1,021	60	1,851	198	6,583
2003/2004	479	447	490	521	390	487	562	971	69	1,842	213	6,471
2002/2003	591	569	0	622	463	576	590	981	70	1,793	203	6,458
2001/2002	590	586	0	595	455	538	594	1,010	66	1,738	214	6,386
2000/2001	538	567	0	607	448	569	567	950	56	1,712	212	6,226
1999/2000	512	582	0	578	428	566	578	932	52	1,696	207	6,131
1998/1999	519	571	0	617	424	542	568	894	57	1,697	190	6,079
1997/1998	523	559	0	607	447	516	591	926	49	1,616	152	5,986
1996/1997	511	574	0	581	450	526	599	930	88	1,564	96	5,919

**Centennial School District**  
18135 SE Brooklyn ST  
Portland, OR 97236-1049

**CONFIRMATION**

---

**To:** Board of Directors  
**Date:** December 12, 2018  
**RE:** **Approve Resignation of Supervisor**

---

The following supervisor has submitted a resignation letter effective end of the 2018-2019 school year.

<u>NAME</u>	<u>SUBJECT/FTE</u>	<u>EFFECTIVE</u>	<u>YEARS</u>
<u>DISTRICT WIDE</u>			
Ferreira de Azevedo, Elisabeth	ELL & Federal Programs / 1.00	06/30/2019	2 Years

\*\*\*\*\*

It is recommended that the Board approve the administrative resignation as listed above.

**Centennial School District**  
18135 SE Brooklyn ST  
Portland, OR 97236-1049

**CONFIRMATION**

---

**To:** Board of Directors  
**Date:** December 12, 2018  
**RE:** **Approve Retirement of Licensed Teacher**

---

The following licensed staff member has submitted a retirement letter effective February 1, 2019, with a request to continue employment through the end of the 2018-2019 school year.

<u>NAME</u>	<u>SUBJECT/FTE</u>	<u>EFFECTIVE</u>	<u>YEARS</u>
<u>CENTENNIAL MIDDLE SCHOOL</u>			
Deal, Dana	Language Arts / 1.00	02/01/2019	25 Years

\*\*\*\*\*

It is recommended that the Board approve the licensed staff retirement as listed above with continuation of employment through the 2018-2019 school year.

**Centennial School District**  
18135 SE Brooklyn ST  
Portland, OR 97236-1049

**CONFIRMATION**

---

**To:** Board of Directors  
**Date:** December 12, 2018  
**RE:** **Approve Unpaid Leave of Absence**

---

The following licensed staff member has submitted a request for an Unpaid Leave of Absence at the duration of her FMLA/OFLA from December 7, 2018 – December 17, 2018.

<u>NAME</u>	<u>SUBJECT</u>	<u>REASON</u>	<u>REQUESTED LEAVE</u>
<u>HAROLD OLIVER ELEMENTARY</u> Stengel, Kathleen	Title I Reading	Family	0.70 FTE

\*\*\*\*\*

It is recommended that the Board approve the Unpaid Leave of Absence as listed above.

**Centennial School District**  
18135 SE Brooklyn ST  
Portland, OR 97236-1049

**CONFIRMATION**

---

**To:** Board of Directors  
**Date:** December 12, 2018  
**RE:** **Approve Resignation of Licensed Teacher**

---

The following licensed staff member has submitted a resignation letter effective immediately, November 30, 2018.

<u>NAME</u>	<u>SUBJECT/FTE</u>	<u>EFFECTIVE</u>	<u>YEARS</u>
<b><u>POWELL BUTTE ELEMENTARY</u></b>			
Freeman, Leslie	Learning Specialist / 1.00 FTE	11/30/2018	< 1 Year

\*\*\*\*\*

It is recommended that the Board approve the licensed staff resignation as listed above.

**CENTENNIAL SCHOOL DISTRICT  
18135 SE Brooklyn Street  
Portland, OR 97236  
503-760-7990**

CONFIRMATION

TO: Board of Directors

DATE: December 12, 2018

**SUBJECT: Approve Amended Hourly Wage Rate for Support Staff not Covered by the Agreement**

The administration is requesting an hourly wage increase effective January 1, 2019, for the following employees that are not covered by a collective bargaining agreement. In order to continue to attract quality substitutes, it is recommended that the current rates be increased as follows.

The proposed hourly wage rates approved on April 25, 2018, have been revised to the following rates:

	<b>Approved</b>	<b>Approved</b>	<b>Approved</b>	<b>Revised</b>
<b>POSITION</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>Proposed</b>
				<b>2018-2019</b>
Custodial	\$13.00	\$13.25	\$14.00	\$15.00
Dining Services Assistant	\$9.75	\$11.50	\$12.00	\$13.25
Educational Assistant	\$13.00	\$13.25	\$14.00	\$15.00
Secretary	\$13.00	\$13.25	\$13.25	\$15.00

\*\*\*\*\*

It is recommended that the Board approve the revised proposed hourly wage substitute hourly rate for the positions listed above effective January 1, 2019, for the remainder of the 2018-2019 school year, that are not covered by the OSEA collective bargaining agreement.

**Centennial School District**  
18135 SE Brooklyn ST  
Portland, OR 97236-1049

**CONFIRMATION**

---

**To:** Board of Directors  
**Date:** December 12, 2018  
**RE:** **Approve Retirement of Administrator**

---

The following administrator has submitted a letter of retirement effective January 1, 2019, with the request for a Continued Service Agreement.

<u>NAME</u>	<u>SUBJECT/FTE</u>	<u>EFFECTIVE</u>	<u>YEARS</u>
<u>DISTRICT WIDE</u>			
Lecuyer, Gregory	Business and Operations Director / 1.00 FTE	01/01/2019	<2

\*\*\*\*\*

It is recommended that the Board approve the administrative retirement as listed above.

**CENTENNIAL SCHOOL DISTRICT**  
18135 SE Brooklyn  
Portland, OR 97236  
(503) 760-7990

**CONFIRMATION**

---

**To:** Board of Directors

**Date:** December 12, 2018

**Subject: Approve Trip Request: CTC Finance Class Trip to Seattle, WA**

---

A request has been received from Centennial Transition School's finance class to travel to Seattle to learn how to navigate budget for a trip and navigate the city.

Twelve to 15 students and three instructors (two female/one male) will travel via a Bolt bus to Seattle on May 18, 2019. They will return the same day.

The trip will be paid for by a spring fundraiser held by the students, staff contributions, and some money from the individual students.

\* \* \* \* \*

It is recommended that the Board approve the CTC finance class's trip to Seattle.

# Centennial School District

NOV 19 2018

Date: 11/15/18

To: The Governing Board  
Centennial School District

From: Deven Kautza, Principal

Via: Superintendent

**Subject: REQUEST FOR APPROVAL OF  
OUT-OF-STATE/OVERNIGHT FIELD TRIP**

In accordance with Policy IIC/IICA, the following request is made for approval of student travel by

12-15 students and 3 instructors 0 chaperone(s)

from CTC to Seattle  
SCHOOL DESTINATION

Date of trip: 5/18/19

Persons participating: Deven Kautza (teacher), Jermill Graham (EA),  
Cindy LaRue (EA); students in Findle class

Destination: (conference, locale, etc.) discovering seattle, learning how  
to plan, budget for a trip, navigate around the city

Type of transportation: Bolt Bus

Lodging at: Day trip: no overnight

Financing: Students will save some money and we would like  
to do a fundraiser in Spring. Staff will pay for selves.

Substitute teacher required?  Yes  No If yes, number of days \_\_\_\_\_

Supervision: (Number of chaperones, names of supervising instructors. If this trip will have both male and female students participating, male and female chaperones are required.)

We will have 3 staff, 2 females and one male

Parent permission: Parent Permission form 425-013, from parents or guardians, must be received prior to departure. Anyone failing to return a permission slip will not be eligible to participate.

Justification: (purpose of the travel requested – field trip, participation in competitive event, etc.) Finance  
class learning how to plan, save, budget, prepare, take trip

Activity: (attach a brief itinerary of this trip) Please see attached.

Endorsement: I  endorse  deny this request.

[Signature]  
PRINCIPAL

69

Date: 11/19/18

1/18/17

Dawn Knutson

1242

CIC

Seattle

5/18/17

Dawn Knutson (teacher), Jennifer Graham (EA),  
Cheryl Carter (EA); students in Finance class

discussing Seattle Learning Day  
to plan budget for trip, request needed for city  
Ball Bus

Day trip no overnight

Students will save some money and we would like  
to do a fundraiser in Spring. Staff will pay for selves.

X

We will have 3 staff 2 teachers and one  
note

Class learning how to plan, save, budget, prepare, take  
Finance  
Please see attached.

### CTC Seattle Activity List: 11/15/18

The plan is to take the Bolt Bus at 8:00 am on Saturday May 18th 2019. Students would either meet at 728 NW Everett St, Portland, OR 97209 or if found difficult staff would meet them in the morning at CTC and bring them downtown. Students are all adults and travel independently on Tri-met. Students that will be attending are in the Finance class at CTC. Not all students will attend that are in the CTC program. The plan is to have students learn how to budget and save their money for a trip and then actually take the trip. Part of the plan is to arrive in Seattle around 11:30 am at the King Street station. Students would learn how to navigate using a map and the first stop would be Pike Place Market, the gum wall, the first starbucks, and a tour of the Tortoise hostel so they can see alternative and more reasonably priced lodging. We will have lunch. And then from there students would learn how to navigate to the Space Needle. Spend a little time around the space needle then take the city bus back to the King street station by 6:00pm. We would arrive back in Portland by 10:00 pm and students would take the Tri-met home or have parents pick them up. All students are 18-21 years old and there would be Deven Kautza (Teacher), Cindy LaRue (EA) and Jermill Graham (EA) to attend with students. We will be bringing the first aid kit and all the students emergency protocols with us and come up with an emergency plan for students in general and also for students that do have health needs. I have wanted to provide students with this opportunity for many years. Students would do a fundraiser for some of the money needed to eat while in Seattle, they will also be saving about \$60.00 of their own money to budget for the trip. And staff will be paying for their own way. The Bolt Bus ranges roundtrip from \$30-60 it just depends on the day and we cannot look at the price until closer to the date. Also if approved I will be writing Bolt Bus to see if we can get a group discount. Thank you so much for your consideration.

Deven Kautza  
Transition Teacher  
Centennial Transition Center  
503-572-3497

**CENTENNIAL SCHOOL DISTRICT**  
18135 SE Brooklyn  
Portland, OR 97236  
(503) 760-7990

**OLD BUSINESS**

---

**To:** Board of Directors  
**Date:** December 12, 2018  
**Subject:** **Second Reading: Trip Approval Request CHS FBLA to Portland, OR**

---

This trip request was originally presented to the Board on October 24, 2018. The CHS FBLA asked to travel to Portland, OR, April 4 – 6, 2019 for the state FBLA Competition. Questions regarding the appropriate number of chaperones prompted a tabling of the request at that time. These questions have been addressed. According to Board policy IIC/IICA-AR – Field Trips and Excursions the ratio of adults to students in grades 7-12 is 1:15. This trip meets the specified ratio of adults to students.

Documents from the October 24<sup>th</sup> Board meeting regarding this trip are included for your review.

\* \* \* \* \*

It is recommended that the Board approve this trip.

**CENTENNIAL SCHOOL DISTRICT**  
18135 SE Brooklyn  
Portland, OR 97236  
(503) 760-7990

**OLD BUSINESS**

---

**To:** Board of Directors  
**Date:** December 12, 2018  
**Subject:** **Second Reading: Trip Approval Request CHS FBLA to San Antonio, TX**

---

This trip request was originally presented to the Board on October 24, 2018. The CHS FBLA asked to travel to San Antonio, TX, June 26 through July 2, 2019 for the national FBLA Competition. Questions regarding the appropriate number of chaperones prompted a tabling of the request at that time. These questions have been addressed. According to Board policy IIC/IICA-AR – Field Trips and Excursions -- the ratio of adults to students in grades 7-12 is 1:15. This trip meets the specified ratio of adults to students.

Documents from the October 24<sup>th</sup> Board meeting regarding this trip are included for your review.

\* \* \* \* \*

It is recommended that the Board approve this trip.

**CENTENNIAL SCHOOL DISTRICT**  
18135 SE Brooklyn  
Portland, OR 97236  
(503) 760-7990

**CONFIRMATION**

---

**To:** Board of Directors  
**Date:** October 24, 2018  
**Subject:** **Approve Trip Request: CHS Future Business Leaders of America to Portland, Oregon.**

---

A request has been received from the Centennial High School FBLA members, 30 students (male and female) and 2 instructors (male and female) to participate in the FBLA State Competition in Portland, Oregon April 4 – April 6, 2019.

The instructors (Adriann Hardin and Chip Conrad) have been background checked as required by board policy.

Lodging will be at the Double Tree Inn at Lloyd Center and students will be transported by school bus and by participant's parents. Students will pay for their expenses by fundraising.

\* \* \* \* \*

It is recommended that the Board approve the CHS FBLA members to travel to Portland, Oregon.

Respectfully submitted,

Prepared by,

Approved October 9, 2018

Dr. Paul Coakley  
Superintendent of Schools

Mairi Scott-Aguirre  
Principal

# Centennial School District

Date: \_\_\_\_\_

To: The Governing Board  
Centennial School District

From: \_\_\_\_\_, Principal

Via: Superintendent

Subject: **REQUEST FOR APPROVAL OF  
OUT-OF-STATE/OVERNIGHT FIELD TRIP**

In accordance with Policy IIC/IKA, the following request is made for approval of student travel by

30 students and 2 instructors \_\_\_\_\_ chaperone(s)

from Centennial HS to FBLA State Competition  
SCHOOL DESTINATION  
Lloyd Center

Date of trip: April 4 - April 6, 2019

Persons participating: FBLA members that qualified for State

Destination: (conference, locale, etc.) Double Tree Lloyd Center +  
Convention Center

Type of transportation: Bus to conference - parent pick up

Lodging at: Double Tree Lloyd Center

Financing: Student fundraising

Substitute teacher required?  Yes  No If yes, number of days 4

Supervision: (Number of chaperones, names of supervising instructors. If this trip will have both male and female students participating, male and female chaperones are required.)  
Chip Ancead  
Adriano Hardi

Parent permission: Parent Permission form 425-013, from parents or guardians, must be received prior to departure. Anyone failing to return a permission slip will not be eligible to participate.

Justification: (purpose of the travel requested - field trip, participation in competitive event, etc.)  
State Competition

Activity: (attach a brief itinerary of this trip)  
See attached.

Endorsement:  endorse  deny this request.  
Maria Scott Aguirre 75 Date: 10-9-18  
PRINCIPAL

# SBLC 2018 Tentative Schedule of Events

## Thursday, April 5<sup>th</sup>

7:50 a.m.

Need to be in your "Matchy Matchy" ready to go  
**EAT** Before getting on the bus

Flag Pole

9:00 a.m.

Arrive at Crowne Plaza and drop luggage and head to Double Tree

### **AS SOON AS WE GET TO DOUBLE TREE... PROJECTS NEED TO CHECK PERFORMANCE TIMES!**

11:00 p.m. – 3:00 p.m.

Competitive Events

- EPortfolio (Prelims)  
**Sheila**
- Future Business Leader (Prelims)  
**Abby Diane**  
**Makaila Neyat**  
**Oscar**
- Hospitality Management Finals  
**Ava & Emilee**
- Job Interview (Prelims)  
**Sheila**

Rooms will not be ready...need to stay to Double Tree

Need to participate in **workshops** before heading to mall. **Should PRACTICE**

Bring a lunch if necessary.

**NO ONE** can go to the mall until **AFTER 3pm**

11:30 a.m. – 12:15 p.m.

Workshops

1:00 p.m. – 1:45 p.m.

Workshops

### **Remember every member must attend FOUR activities**

**Serving at Candidate Booth for two hours count as ONE activity**

**Serving as a Voting Delegates counts as an activity**

**Attending a workshop counts as ONE activity**

*If you are **NOT** competing you will need to attend both attend workshops during workshop times.  
If you are competing, you need to attend at least ONE workshop during this time.*

2:30 p.m. – 3:00 p.m.

Convention Center

Chapter Presidents' Parade of Presidents Rehearsal

- **Katee —DON'T BE LATE**

# SBLC 2018 Tentative Schedule of Events

2:00 p.m. – 2:45 p.m. Workshops	Double Tree
3:00 p.m. – 3:45 p.m. Workshops	Double Tree
3:30 p.m. – 4:00 p.m. Candidate Briefing & Rehearsal • <b>Sarah</b>	Convention Center
3:30 p.m. – 7:00pm Competitive Events Client Services (Prelims) <b>Honey</b>	Double Tree
3:45 p.m. – 4:45 p.m. State Officer Candidate Rehearsal • <b>Sarah</b>	Convention Center
6:00 p.m. – 7:15 p.m. Dinner (Provided) <b>ENTIRE CHAPTER</b>	Chaperone Room
6:45 p.m. – 7:15 p.m. America Level Reception • Anyone who received America Level <b>this year</b>	Double Tree
7:30 p.m. Check in and get dressed for Opening Session ( <b>SHARP</b> ) • <b>ENTIRE CHAPTER; Business Attire</b>	
8:15 p.m. – 11:00 p.m. Opening Session • <b>ENTIRE CHAPTER</b>	Convention Center

**Awards will be given for all the objective tests**

**Invite your parents so they can see you WIN**

11:30 p.m. Curfew • <b>ENTIRE CHAPTER</b>	<b>YOUR OWN ROOM</b>
---	----------------------

# SBLC 2018 Tentative Schedule of Events

## Friday, April 6<sup>th</sup>

**EAT BREAKFAST AT THE HOTEL BEFORE YOU LEAVE...PLAN ACCORDINGLY**

6:30 a.m.

Wake up, Get Ready, Clean Rooms

- **EAT BREAKFAST**

7:10 a.m.

Double Tree

Leave for Regional Meetings (**SHARP**)

- **ENTIRE CHAPTER; Business Attire**

7:30 a.m. – 8:00 a.m.

Double Tree

Regional Meetings (Mt Hood Region)

- **ENTIRE CHAPTER**
- **Chapter Members Awarded; Business Achievement Awards!!!!**
- **Let's Sarah!**

8:45 a.m. – 12:30 p.m. (**NEED TO CHECK @ DT TO SEE IF YOU MADE FINALS**)

Competitive Event Finals

- Community Service Double Tree  
**Liz, Olivia, and Makaila**
- Business Financial Plan Double Tree  
**Sara & Josue**  
**Katee, Oscar, and Josue**
- Business Plan Double Tree  
**Brian K, Brian C., and Kameron**  
**Selvyn, Neyat, and Tui Dawn**
- Client Service — Finals Double Tree  
**Honey**
- Future Business Leader – Finals Double Tree  
**Abby            Diane            Oscar**  
**Makaila        Neyat**
- Job Interview — Finals Double Tree  
**Sheila**

9:15 a.m. – 10:00 a.m.

Double Tree

WORKSHOPS

9:00 a.m. – 4:00 p.m.

Double Tree

Candidate booths open

- **Sarah**
- ***If you stay at Sarah's booth for two hours and get Sarah's signature it can count as one of your forms. Can only do this one time.***

# SBLC 2018 Tentative Schedule of Events

<p>10:15 a.m. – 11:00 a.m. WORKSHOPS</p>	<p>Double Tree</p>
<p>12:15 p.m. – 1:15 p.m.  <ul style="list-style-type: none"> <li>• Adviser Luncheon &amp; Meeting <b>Hardin &amp; Nesbitt</b></li> </ul> </p>	<p>Double Tree</p>
<p>1:00 p.m. – 5:00 p.m. Competitive Event Finals  <ul style="list-style-type: none"> <li>• American Enterprise Project <b>Sean, Michael, and Tabarek</b></li> <li>• EPortfolio Finals <b>Sheila</b></li> </ul> </p>	<p>Double Tree</p>
<p>1:00 p.m.-1:45 p.m. WORKSHOPS</p>	<p>Double Tree</p>
<p>2:00 p.m. – 2:45 p.m. WORKSHOPS</p>	<p>Double Tree</p>
<p>5:00 p.m. – 6:00 p.m. Delegates' Briefing/Voting  <ul style="list-style-type: none"> <li>• <b>Four People Needed</b></li> <li>• <b><i>If you are taking Business Leadership next year, you will WANT to do this!!!</i></b></li> </ul> </p>	<p>Double Tree</p>
<p>5:00 p.m. – 6:00 p.m. Dinner (Provided)  <ul style="list-style-type: none"> <li>• <b>ENTIRE CHAPTER</b></li> </ul> </p>	<p>Double Tree</p>
<p>6:15 p.m. – 9:00 p.m. Chapter Activity  <ul style="list-style-type: none"> <li>• <b>ENTIRE CHAPTER; CHS POLO/Hoodie/State Shirt</b></li> </ul> </p>	<p>TBA</p>
<p>11:00 p.m. Curfew</p>	<p><b>IN YOUR ROOMS</b></p>

## Saturday, April 7<sup>th</sup>

**EAT BREAKFAST AT THE HOTEL BEFORE YOU LEAVE...PLAN ACCORDINGLY**

- 6:30 a.m.  
Wake up, Get Ready, Get Packed, Clean Rooms
- **EAT BREAKFAST**

# SBLC 2018 Tentative Schedule of Events

- 7:30 a.m. Double Tree  
Room Check, Bags into Chaperone Room
- **ENTIRE CHAPTER**
- 7:45 a.m. Double Tree  
Leave for Awards Session
- **ENTIRE CHAPTER; MEET IN BUSINESS ATTIRE AT 7:45 A.M. SHARP**
  - Leave for Convention Center
- 8:30 a.m. – 10:45 a.m. Convention Center  
Awards of Excellence Session
- **ENTIRE CHAPTER; GO CHS...WE ROCK!!**
  - **Parents and families are invited to attend the Award Sessions**
- 11:15 a.m. – 11:30 a.m. Double Tree  
Go Home Champions
- Parents MUST @ **11:15a** pick you up at **Crowne Plaza!**
- 

# Celebrate Excellence

Your Families are invited to the Awards Session  
at the FBLA State Leadership Conference

**Saturday, April 7, 2018 @ 8:30am**  
**Convention Center, Portland Oregon**

**CENTENNIAL SCHOOL DISTRICT**  
18135 SE Brooklyn  
Portland, OR 97236  
(503) 760-7990

**CONFIRMATION**

---

**To:** Board of Directors  
**Date:** October 24, 2018  
**Subject:** **Approve Trip Request: CHS Future Business Leaders of America to San Antonio, Texas.**

---

A request has been received from the Centennial High School FBLA members, 15 students (male and female), 1 instructor (female) and 1 chaperone (male) to San Antonio, Texas June 26 – July 2, 2019 to participate in the FBLA National Leadership Conference.

The instructor (Adriann Hardin) and chaperone (Chip Conrad) have been background checked as required by board policy.

Lodging will be at the Marriott Riverwalk Hotel. The students will be transported by airplane and charter bus. Participating students will pay their expenses through fundraising.

\* \* \* \* \*

It is recommended that the Board approve the CHS FBLA members to travel to San Antonio, Texas.

Respectfully submitted,

Prepared by,

Approved October 9, 2018

Dr. Paul Coakley  
Superintendent of Schools

Mairi Scott-Aguirre  
Principal

# Centennial School District

Date: \_\_\_\_\_

To: The Governing Board  
Centennial School District

From: \_\_\_\_\_, Principal

Via: Superintendent

Subject: **REQUEST FOR APPROVAL OF  
OUT-OF-STATE/OVERNIGHT FIELD TRIP**

In accordance with Policy IIC/IICA, the following request is made for approval of student travel by

15 students and 1 instructors 1 chaperone(s)

from Centennial HS to San Antonio, Tx  
SCHOOL DESTINATION

Date of trip: June 26th - July 2nd 2019

Persons participating: Members that qualified for Nationals

Destination: (conference, locale, etc.) San Antonio, Texas

Type of transportation: Air and charter buses

Lodging at: Marriott Riverwalk

Financing: Student fundraise

Substitute teacher required?  Yes  No If yes, number of days \_\_\_\_\_

Supervision: (Number of chaperones, names of supervising instructors. If this trip will have both male and female students participating, male and female chaperones are required.)

Charles (chip) Conrad  
TBA

Parent permission: Parent Permission form 425-013, from parents or guardians, must be received prior to departure. Anyone failing to return a permission slip will not be eligible to participate.

Justification: (purpose of the travel requested - field trip, participation in competitive event, etc.)  
Natural Competition

Activity: (attach a brief itinerary of this trip)  
See attached

Endorsement:  endorse  deny this request.

Maria Scott Aguilar  
PRINCIPAL

82

Date: 10-9-18

Attach: (additional travel information should be concise, typed in single space, on one sheet.)

# IFL/NLC Schedule 2018

## Tuesday, June 26<sup>th</sup>

8:00am	<b>Arrive at PDX</b> <b>Meet in front of Alaska</b> <b>Leave on Alaska Flight 372</b> <u>*FASHION FLASH*</u> <i>*Your Gray State Shirt Jeans/Shorts*</i>	Entire Group
10:00am	<b>Departing Portland</b> <b>Alaska Flight 372</b>	Entire Group
6:04pm	<b>Arrive in Baltimore, MD</b> Public transportation to hotel	Entire Group
8:30pm	<b>Get room keys and get settled</b>	Entire Group
10:30pm	<b>CURFEW</b>	Entire Group

## Wednesday, June 27<sup>th</sup>

7:00am-9:00pm	<b>Chapter – Washington DC Day</b> <u>*FASHION FLASH*</u> <i>*OR NLC Shirt, Pants/Shorts, walking shoes*</i>	Entire Group
10:00pm	<b>CURFEW</b>	Entire Group

## Thursday, June 28<sup>th</sup>

7:00am-2:00pm	<b>Chapter – Washington DC Day</b> <u>*FASHION FLASH*</u> <i>CHS Polo's, Pants/Shorts, walking shoes</i>	Entire Group
@9:05	Tour of The Capitol	
3:00pm -4:00pm	<b>State Meeting</b> <u>*FASHION FLASH*</u> <i>Matchy Matchy</i>	Entire Group
5:00pm-6:30pm	<b>Practice Presentations</b>	Entire Group
7:00pm-9:00pm	<b>Opening Session</b> <b>**Must have spirit items with you**</b> <b>**Must have pins with you to trade**</b> <u>*FASHION FLASH*</u> <i>Matchy Matchy</i>	Entire Group
10:00pm	<b>CURFEW</b>	Entire Group

# **Friday, June 29<sup>th</sup>**

**\*WEAR YOUR "MATCHY MATCHY" TODAY (PINS AND NAME TAGS)\***

8:30am – 12:30pm	<b>American Enterprise Community Service Business Financial Plan</b>	Sean & Michael Makaila & Olivia Wendy & Katee Sarah & Josue
9:15am – 10:30am	<b>Accounting I</b>	Venessa
10:15am – 11:30am	<b>Insurance &amp; Risk Management</b>	Isabella Olivia
1:30pm – 5:30pm	<b>Business Plan</b>	Brian K., Brian C., Kameron
2:15am – 3:30pm	<b>Introduction to Business</b>	Sean
5:30pm-6:30pm	<b>Western Region Campaign &amp; Rally</b>	Entire Group
7:05pm – TBA	<b>Orioles vs. Angels – Baseball</b> <b>*FASHION FLASH*</b> <b><i>*CHS Red Chapter TShirt and Jeans*</i></b>	Entire Group
As soon as we get back	<b>CURFEW</b>	Entire Group

# **Saturday, June 30<sup>th</sup>**

**\*WEAR YOUR "MATCHY MATCHY" TODAY (PINS AND NAME TAGS)\***

**ALL CHAPTER MEMBERS MUST SPEND AT LEAST 4 HRS ATTENDING**

## **WORKSHOPS/WATCHING EVENTS**

8:30am-12:30pm	<b>American Enterprise Finals Community Service Project Finals Business Financial Plan Finals</b>	Sean & Michael Makaila & Olivia Wendy & Katee Sarah & Jouse
1:30pm-5:30pm	<b>Business Plan Finals</b>	Brian K., Brian C., Kameron
6:30pm – 10:30pm	<b>Harbor Cruise &amp; Dinner at Hard Rock</b>	Entire Group
11:00pm	<b>CURFEW</b>	Entire Group

# **Sunday, July 1<sup>st</sup>**

**\*Wear business attire (YES suits) – Matchy Matchy**

**Typed Newsletter article and are DUE prior to going anywhere for the day today. This is NOT optional and neither is a QUALITY newsletter article. Please email to [centennialfbla2164@gmail.com](mailto:centennialfbla2164@gmail.com)**

**Write about experience, what you learned, what you will bring back, how this will help your leadership, your chapter, and yourself.**

9:00am-10:00am	<b>Regional Voting &amp; Recognition Sessions</b>	Voting Delegates
11:00am-4:30pm	<b>National Aquarium</b>	Entire Group
6:00pm-9:00pm	<b>Awards of Excellence Program</b>	Entire Group
9:30pm-11:00pm	<b>Closing Social Event (Dance)</b>	Entire Group
10:00pm	<b>CURFEW</b>	Entire Group

# **Monday, July 2<sup>nd</sup>**

10:30am	<b>Move Out</b> All rooms clean, luggage in one room, everyone has eaten, have everything for the day <b>*FASHION FLASH*</b> <i>*FBLA Chapter shirt &amp; Shorts/Jeans*</i>	Entire Group
11:00am	<b>Tour of Baltimore Oriels Stadium</b>	Entire Group
2:00pm	<b>Leave Hotel</b> <b>*FASHION FLASH*</b> <i>*FBLA Chapter shirt &amp; Shorts/Jeans*</i>	Entire Group
5:05pm	<b>Depart Baltimore</b> <b>Alaska Air Airlines 385</b>	Entire Group
8:00pm	<b>Arriving Portland</b> <b>Alaska Air Airlines 373</b> Meet in Baggage Claim (Lower Level)	Entire Group

**CENTENNIAL SCHOOL DISTRICT**  
18135 SE Brooklyn  
Portland, OR 97236  
(503) 760-7990

**NEW BUSINESS**

---

**To:** Board of Directors  
**Date:** December 12, 2018  
**Subject:** **Consider Candidates for the OSBA Board of Directors – Positions 17 and 19**

---

The Board needs to cast its vote for positions 17 and 19 on the OSBA Board of Directors. The following candidates were nominated for:

**Position 17**

Michelle Vo, Corbett School District  
Mary Botkin, Multnomah Education Service District

**Position 19**

Paul Anthony, Portland Public Schools

Information for each candidate can be found at [http://www.osba.org/About-OSBA/Election\\_Center/Article/OSBA\\_Elections-Board.aspx](http://www.osba.org/About-OSBA/Election_Center/Article/OSBA_Elections-Board.aspx)

\* \* \* \* \*

It is recommended that the Board cast its vote for positions 17 and 19 on the OSBA Board of directors

# CANDIDATE QUESTIONNAIRE

## OSBA Board of Directors

Name: Michelle Vo

Region: Multnomah

District/ESD/CC: Corbett School District

Position #: 17

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



26 September 2018

Name

Date

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

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

OSBA seeks to improve academic achievement of students the State's local school districts, charters, ESD's and community colleges. OSBA acts to unify school board voices across the state to influence legislators and other agencies. OSBA also provides resources to member boards making operations more efficient and consistent, and supporting their focus on improving academic achievement.

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

I have used my leadership experience to actively participate in setting OSBA policies which guide our legislative goals, particularly, in revenue and cost containment matters. Coming from the second lowest funded district in the state, I have brought to the board first-hand understanding of revenue and budget impacts on the educational environment and resulting academic achievement.

As a business owner, my perspective on revenue reform strategies which could be supported by Oregon's business community has been an asset to the Board.

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

My leadership skills include: direct communication, strategic visioning, and process organization.

Examples where I have demonstrated these skills are:

- I am a business partner in a 60-person architectural firm. My long term strategic vision and day-to-day leadership skills have been employed to grow the company from 12 employees in 2003 to 60 employees today.
- I have served as a commissioner on the City of Gresham Design Commission participating in public hearings as well as informal design critiques for dozens of projects.
- I am the design team project manager for a \$200 million public project at Portland International Airport. In this role, I manage my firm's relationship with the Port of Portland, the general contractor, and over thirty technical sub-consulting firms.
- I was one of 25 women to be awarded "Woman of Influence" by the Portland Business Journal in 2017.

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

1. The state cannot fully fund the Quality Education Model without revenue reform.
2. Rising costs of PERS, insurance, and other mandates outside of district control.

5. What do you see as the two most challenging issues faced by your region?
1. The state does not fully fund education, leaving districts to make tough budget decisions which often impact the quality of education and academic achievement.
  2. Rising costs of PERS, insurance, and other mandates outside of district control.
  3. Equity, and creating environments where students are able to achieve their best work regardless of racial, social, physical ability, financial, gender or other circumstances.
6. What is your plan for communicating with boards in your region?
1. Be present at events and conferences.
  2. Inquire with represented directors of boards within my region regarding OSBA priorities, legislative policies, and challenges faced by their district.
  3. Give updates to represented boards in my region on OSBA decisions and policies through electronic communication.

**Deadline: September 28, 2018, 5 p.m.**

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

# CANDIDATE PERSONAL/PROFESSIONAL RESUME

## OSBA Board of Directors

Name: Michelle Vo Date: 26 September 2018

Address: 31410 NE Wand Road

City / ZIP: Troutdale, OR 97060

Business phone: 503-227-4860

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

Cell phone: 503-381-9989

E-mail: mvo@corbett.k12.or.us

District/ESD/CC: Corbett

Term expires: 6/30/2021 Years on board: 3

**Deadline: September 28, 2018, 5 p.m.**

Please send your picture (head shot, labeled with your last name). A high-resolution digital photo is preferred but a print is acceptable. E-mail to [OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

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

Corbett School Board, Board Chair  
Corbett School District Facilities Committee  
Current OSBA Board of Directors (& Legislative Policy Committee)

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

none

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

Employers:	Dates:
Hennebery Eddy Architects, Inc. (Portland, OR)	2003-Present
Osborn Architects, Inc. (Glendale, CA)	1997-2002

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

High school: Hanford High School, Richland, Washington, graduated 1990  
College: University of Washington, Seattle 1990-1994  
Southern California Institute of Architecture, Switzerland and Los Angeles 1994-1997  
Degrees earned: Bachelor of Arts in Architecture, 1994  
Master of Architecture, 1997  
Education honors and/or awards:  
Exchange student to New Zealand, 1987, sponsored by Rotary International  
Washington State Technology Student Association, 1st Place for Extemporaneous Speaking

Other applicable training or education:

Licensed architect in Oregon, Washington and California  
OSBA Leadership Institute

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

Commissioner, City of Gresham Design Commission  
Montana State University, Visiting Professor 2006

**Hobbies/special interests:**

- Mentoring of college and high school students
- Architecture, design, photography
- Sustainable design and energy efficiency

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

Memberships:

- American Institute of Architects
- National Council of Architectural Registration Boards
- Leadership in Energy Efficient Design, Accredited Professional (LEED AP)

**Additional comments:**

As mother of an autistic child, I also have direct experience with services for special needs students within schools. I advocated for my child's services through the public school system, Multnomah County, and my health insurance provider. Determined and articulate, I was able to submit a successful second level appeal to gain insurance coverage for my son's private services prior to insurance reform, a feat rarely accomplished.

# CANDIDATE QUESTIONNAIRE

## OSBA Board of Directors

Name:  Mary Botkin  Region:  Multnomah

District/ESD/CC: Vice Chair MESD Board \_\_\_\_\_ Position #: 17

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

Mary Botkin

Date September 21, 2018

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

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

Secure adequate funding for the K-12 Education System in Oregon

Provide professional training and support for Local School Board Members. Provide for a secure and safe environment for students and staff.

Provide information to local and state elected officials about the needs, current status and future of education in Oregon

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

My goal to use 30 years of experience as a Legislative Advocate to partner with the OSBA in securing adequate school funding, autonomy and accountability for local boards and a cohesive approach to reaching mutual goals for students, families and the professional staff who work in educational programs in Oregon.

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

Chaired the MESD for 2 years. In my 30 year career with AFSCME working with highly skilled and educated professionals as well as others with little more than a High School education. This gave me the ability to successfully meld differing positions into successful legislative and political programs.

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

Tax reform and adequate funding for education while meeting the needs of an entire community to provide employment opportunities, housing.

Building an affordable, sustainable retirement system in Oregon for Professional Educators. A system that provides for the recruitment and retention of qualified, innovative and dedicated professionals in the educational system.

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

Institutional poverty, homelessness and funding limitations continue to be a problem with expanding program access.

MESD struggles with diversity of our staff. Recruitment and retention of staff that are representative of our students continues to be a challenge for our programs.

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

We are developing a team approach to problem solving. We just recently completed a very successful joint training with member districts on diversity and inclusion. We are now in the process of coordinating regular regional roundtables to discuss and resolve issues of common interest and concern .

**Deadline: September 28, 2018, 5 p.m.**

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

# CANDIDATE PERSONAL/PROFESSIONAL RESUME

## OSBA Board of Directors

Name: Mary Botkin \_\_\_\_\_ Date: September 21, 2018

Address: 3215 SE Stark

City / ZIP: Portland 97214

**Deadline: September 28, 2018, 5 p.m.**

Please send your picture (head shot, labeled with your last name). A highresolution digital photo is preferred but a print is acceptable. E-mail to [OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

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

Residence phone: 503 232 3010

Cell phone: 971 533 0816

E-mail: mbotkin@mesd.k-12.OR.US

District/ESD/CC: MESD; Position 3; Zone 2

Term expires: 6-30-21 Years on board: 2.5 years

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

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

Past Chair of MESD Board of Directors

Current Vice Chair of MESD Board of Directorss

Chair Finance committee Member

Former Chair Legislative Committee

Diversity and Inclusion Committee Member

Communications Committee Member

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

Employers:        Dates:

Retired 2015

Oregon AFSCME 1983 - 2014

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

High school: Jefferson

College:

Degrees earned:

Education honors and/or awards:

Other applicable training or education:

Studied labor law at the Pacific NW Labor College at Marylhurst Completed

Labor Studies and History with Melvin Dubofsky at SUNY Binghamton, Completed  
Numerous non degreed trainings at the Summer Labor Institute for Women at the U of O  
Grievances. Bargaining and Union Rights – Labor Education and Research Center - U of O  
George Meany Institute in Silver Springs, Maryland

Arbitration Training

Mediation Training

Collaborative Bargaining and Interest Based Agreements

Corporate Flight and Community Organizing

Organizing and Community Building with the Midwest Academy Program at Marylhurst

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

6 years on the Community Ministries Board with the Ecumenical Ministries

4 Years on the Civil Rights Commission for BOLI

1984 – 2004 20 Years as the National Committee Woman for Oregon

8 years as 1992 - 2000 Chair of the Women’s Caucus of the Democratic National Committee

Authored the Gender Gap Study for the Democratic National Committee and distributed to all state organizations

Chaired the Coalition of Labor Union Women for 4 years Vice Chair for 4 years

Started and managed a 5 state regional organization to help mitigate the impacts of long term capital disinvestment and assisted Community leaders in developing strategies to rebuild local economies. 1981-1983

**Hobbies/special interests:**

Dog training, past now just a past time

Gardening

Baking and Candy Making

Sewing

Avid Reader and learner

Politics and legislative action

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

Ethics Board for the Oregon Capitol Club

Founding member of the Board for EMERGE Oregon

Served on the Oregon AFLCIO Board for 10 years

Served on the State Democratic Party Executive Committee for 15 years

**Additional comments:**

I have no special educational skills, honors or awards but I do have extensive experience working in highly stressful and demanding areas associated with education and the community at large.

I am running for this position to give an additional voice on the OSBA Board of Director for ESD;s. MESD thinks it is important that the needs, services and special value of ESD’s be heard more clearly on the OSBA Board. We think that the MESD brings very specific knowledge and experience to the OSBA for students and families that are not always heard or articulated.

**Deadline: September 28, 2018, 5 p.m.**

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

**CENTENNIAL SCHOOL DISTRICT**  
18135 SE Brooklyn  
Portland, OR 97236  
(503) 760-7990

**NEW BUSINESS**

---

**To:** Board of Directors  
**Date:** December 12, 2018  
**Subject:** **Consider Resolution 1 to adopt the OSBA 2019-2020 Legislative Priorities**

---

The Board is asked to consider a resolution to adopt OSBA legislative priorities and policies as recommended by the Legislative Policy Committee. The OSBA Legislative Policy Committee approved the Proposed OSBA Legislative Priorities and Policies for 2019-20 at its August, 2018 meeting and urged the OSBA Board of Directors to approve the Proposed OSBA Legislative Priorities and Policies for 2019-20 and place them before the membership for approval.

\* \* \* \* \*

It is recommended that the Board vote to adopt this resolution.



## RESOLUTION

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### **Resolution to adopt the OSBA 2019-2020 Legislative Priorities and Policies as recommended by the Legislative Policy Committee**

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**WHEREAS**, the OSBA Legislative Policy Committee is charged under the OSBA Bylaws with developing the association's recommended Legislative Priorities and Policies, and

**WHEREAS**, the OSBA Legislative Policy Committee met in January and April to develop the Proposed OSBA Legislative Priorities and Policies for 2019-20, and

**WHEREAS**, the OSBA Legislative Policy Committee sent the Proposed OSBA Legislative Priorities and Policies for 2019-20 out to the membership of OSBA for comment and suggested changes, and

**WHEREAS**, the overwhelming majority of the comments received by the membership were in support of the Proposed OSBA Legislative Priorities and Policies for 2019-20 developed by the OSBA Legislative Policy Committee, and

**WHEREAS**, the OSBA Legislative Policy Committee met via telephone conference call in August to review the comments received by the membership, and

**WHEREAS**, the OSBA Legislative Policy Committee discussed the comments from the membership and made no modifications to the Proposed OSBA Legislative Priorities and Policies for 2019-20, and

**WHEREAS**, the OSBA Legislative Policy Committee approved the Proposed OSBA Legislative Priorities and Policies for 2019-20 at its August meeting and urged the OSBA Board of Directors to approve the Proposed OSBA Legislative Priorities and Policies for 2019-20 and place them before the membership for approval.

**THEREFORE, BE IT RESOLVED** by the OSBA Board of Directors that the Proposed OSBA Legislative Priorities and Policies for 2019-20 be placed before the membership for consideration during the 2018 OSBA election season, and

**BE IT FURTHER RESOLVED** that the Proposed OSBA Legislative Priorities and Policies for 2019-20 and a copy of this resolution be forwarded to all member boards of the Association in accordance with the OSBA Board of Directors adopted elections calendar.

*Submitted by: OSBA Board of Directors*



# LEGISLATIVE POLICIES AND PRIORITIES

## 2019-20

Approved by the Legislative Policy Committee on April 28, 2018

The Oregon School Boards Association (OSBA) believes funding a strong public education system is the best investment Oregonians can make to strengthen our economy, create thriving communities and improve the quality of life for every Oregonian.

To accomplish these goals, OSBA will introduce and support legislation that:

- **Supports Student Success**

OSBA will actively promote legislation that leads to increased academic success for all students from early learning through post-secondary.

OSBA will advocate to ensure local school boards and communities control the implementation of programs and curriculum and the allocation of resources so that all students are college and/or career ready upon graduation or completion of their academic program.

OSBA will support efforts to increase graduation and high school completion rates, lower the number of dropouts, close opportunity and academic achievement gaps, and provide additional supports for students from traditionally underserved populations.

- **Provides Stable and Adequate Funding**

OSBA will actively promote legislation to increase state and federal funding to ensure adequate and stable funding for Oregon's school districts, education service districts (ESDs), community colleges and early learning programs as a means to providing a quality public education for all students.

OSBA will actively promote legislation that strives for this balance by advocating for the restructuring of Oregon's revenue system, promoting job creation and increasing economic development opportunities across Oregon.

- **Promotes Local Determination and Shared Accountability**

OSBA will actively support legislation that gives locally elected boards and school district superintendents the ability and flexibility to make decisions about their students' educational needs and to provide services and programs that will maximize student success.

OSBA will highlight the need for shared accountability between school districts and their stakeholders as a best practice in improving student success.

- **Opposes Mandates**

OSBA will actively oppose any federal or state mandate that is not evidence based with results indicating increased achievement for all students and that is not accompanied with the necessary additional funding to meet all costs associated with the mandate.

- **Promotes Capital Construction/Capital Improvements**

OSBA will continue to actively promote legislation that provides additional state-level resources to school districts to help pay for capital construction and capital improvement needs, as well as deferred maintenance costs for all school facilities.

- **Contains Educational System Cost Drivers**

OSBA will actively promote legislation that provides school districts relief from cost drivers that are beyond the control of the local school district or school board. These cost drivers include the Public Employees Retirement System (PERS), health insurance and any state or federally mandated program or service.

## Section 1: Finance

### PROPOSED 1.1 Investing in Oregon’s Public Schools to Ensure Adequate and Stable Funding

OSBA supports increasing state resources to school districts so that Oregon’s schools are competitive nationally and globally and each school district and education service district (ESD) has the resources necessary to fully support operational, instructional and student achievement goals.

OSBA supports fully funding Oregon’s Quality Education Model.

OSBA supports the role of locally elected school boards to set spending priorities and opposes using the State School Fund distribution formula to mandate specific expenditures.

OSBA supports school funding equalization. OSBA supports continued funding of local option equalization grants; local option property tax revenue should not be included in the State School Fund.

### PROPOSED 1.2 Reforming Tax Policy

OSBA supports efforts to provide the revenue necessary to attain the educational goals of Oregon’s education system, to restructure tax policy to reduce the volatility of Oregon’s current system and to provide for a diverse and fair tax system to fund public education in Oregon.

OSBA supports the creation and maintenance of an education stability fund to be used in times of economic distress.

OSBA supports the authority of local districts to seek voter approval for supplemental operating revenue from a variety of additional sources, including local option levies.

OSBA supports efforts to modify the property tax system to mitigate the impacts of property tax compression.

### PROPOSED 1.3 Mandate Relief, Paperwork Reduction and Public Funds for Public Schools

OSBA advocates for mandate relief and paperwork reductions for school districts and ESDs to streamline bureaucracy, remove duplicative or unnecessary reporting, and get more resources into the classroom.

OSBA opposes any mechanism that diverts public funds, including tax credits and vouchers, to private, religious or for-profit schools or erodes financial support of the public school system.

### PROPOSED 1.4 Oregon Department of Education Supporting Districts

OSBA supports adequate funding for Oregon Department of Education programs and state-level initiatives that are sustainable and provide timely and high-quality technical and programmatic assistance to school districts and ESDs and are focused on improving student achievement.

OSBA supports providing resources to school districts and ESDs to ensure the equitable distribution of grants or targeted investments.

OSBA opposes any effort to create an accountability or intervention system that would lead to the state takeover of any local school, school district or ESD.

OSBA advocates for the inclusion of school and ESD board members on all educationally focused state-level work groups or committees to allow for input from locally elected education policymakers.

### PROPOSED 1.5 Financial and Program Accountability

OSBA supports a strong system of meaningful school district and ESD accountability for the expenditure of public funds and program accountability for student achievement and outcomes.

**PROPOSED 1.6 School District Capital and Infrastructure Needs**

OSBA supports the use of additional state resources and the issuance of state general obligation bonds to assist school districts and ESDs in providing modern, well-equipped schools and academically appropriate classrooms that provide safe, structurally sound and healthy learning environments to promote student achievement.

OSBA supports policies that ensure collaboration, at the local level, to address school districts' infrastructure needs, including consideration of the financial impacts of urban renewal, systems-development charges and enrollment growth due to housing construction.

**PROPOSED 1.7 Oregon's Common School Fund**

OSBA supports maximizing the assets and the investment returns of the Common School Fund as an additional state resource for school funding in Oregon. OSBA will vigorously advocate before the State Land Board to ensure that it fulfills its fiduciary obligation to manage the resources in the Common School Fund for the greatest benefit of current and future generations of schoolchildren in Oregon.

## Section 2: Programs

### PROPOSED 2.1 School Improvement

OSBA supports state-level school improvement efforts provided they are implemented in ways that grant local school officials maximum flexibility to incorporate local needs and priorities.

### PROPOSED 2.2 Special Education

OSBA supports increased state and federal funding for all special education programs and services, including programs for children birth through age 5.

OSBA supports full funding for the costs associated with serving students with the most severe low-incidence, high-cost disabilities, including those served in out-of-district or out-of-state placements.

### PROPOSED 2.3 Education Service Districts

OSBA supports the role of ESDs to serve school districts in achieving Oregon's educational goals by providing equitable, high-quality, cost-effective, locally responsive educational services on a regional basis.

### PROPOSED 2.4 Curriculum, Technology and Online Education

OSBA supports curriculum-related decisions made at the district level that provide a well-rounded and rigorous curriculum for all students, including opportunities for music, art, physical education, world languages, STEAM, career and technical education, and co-curricular activities.

OSBA supports local control of curriculum and materials related to Oregon state standards.

OSBA opposes state or federal instructional mandates.

OSBA supports state financial and professional development resources so districts can implement Oregon state standards and student assessments and provide appropriate information to the public.

OSBA supports the use of English Language Learner and dual-language immersion programs as viable instructional strategies to support emerging bilingual speakers and increase student achievement.

OSBA supports increasing access to technology to enhance and support instruction and promote greater student achievement.

OSBA supports state-level funding to support and improve the technology infrastructure available to school districts and ESDs.

OSBA supports locally developed alternative and/or innovative education programs as tools to address students' educational needs.

### PROPOSED 2.5 Public Charter Schools

OSBA supports public, district-sponsored charter schools as an additional tool to provide innovative educational options for students.

OSBA opposes changes to the charter school law that would channel public funds to private and/or religious schools, allow entities other than school district boards to authorize charter schools within their boundaries, mandate direct access to the State School Fund by charter schools or decrease school district funding and oversight of charter schools.

OSBA supports updating the charter school law to require charter school applicants to demonstrate how the charter school will meet the legislatively adopted goals of the charter school law, including how the charter school will provide unique opportunities for children in the school district.

OSBA supports removing online education programs from the charter school statute and creating a separate section within the law for online education programs.

**PROPOSED 2.6 Career and Technical Education (CTE)**

OSBA supports new and continued partnerships with community colleges, higher education, apprenticeship programs, the business community and other entities to increase educational and career opportunities for students.

OSBA supports changes to teacher licensing laws to allow greater flexibility for individuals who do not hold a traditional teaching license to provide CTE instruction.

OSBA supports funding to ensure the long-term sustainability of new and existing CTE programs.

**PROPOSED 2.7 Post-Secondary Opportunities for High School Students**

OSBA supports increased access and opportunities for high school students to participate in post-secondary programs and classes at minimal or no cost to the student.

OSBA supports alignment between school districts and colleges/universities regarding the transferability of dual credits earned while students are enrolled in public high school.

**PROPOSED 2.8 Student Assessment**

OSBA supports the use of assessments as tools to inform students, parents, educators and the community about where students are in their learning progression and determining needed supports for students and schools.

OSBA supports reviewing Oregon’s student assessment system with the goal of providing timely feedback, maximizing instructional time, deriving the necessary information to improve student learning and minimizing classroom disruption for students and educators.

**PROPOSED 2.9 Student Wellness**

OSBA believes that a student’s mental and physical health are significant factors in student success and supports collaboration between governmental and community-based programs to provide wraparound services that promote social, emotional and behavioral health and other wellness programs that benefit students.

## Section 3: Personnel

### PROPOSED 3.1 Collective Bargaining and Management Rights

OSBA supports local control of collective bargaining and opposes statewide bargaining and the creation of a statewide salary schedule.

OSBA supports changing the collective bargaining structure to eliminate “status quo” bargaining and to establish shorter bargaining timelines.

OSBA supports the right of districts to look for ways to contain costs by contracting with outside providers for services.

### PROPOSED 3.2 Employee Rights and Benefits

OSBA supports determination and definition of school employee rights and benefits through the collective bargaining process at the local level.

OSBA supports an actuarially sound statewide retirement program for school employees that balances benefit adequacy for employees against costs for employers.

OSBA supports local school boards working with employee groups to provide the most cost-effective health insurance plans, including Oregon Educators Benefit Board (OEBB) opt-out.

### PROPOSED 3.3 Teacher and Administrator Licensing

OSBA supports licensing requirements that assure a level of preparation necessary to teach to rigorous academic standards, recognize licenses from other states and account for the challenges districts face attracting and retaining qualified personnel.

OSBA supports working collaboratively with the Teacher Standards and Practices Commission (TSPC) and teacher preparation programs within higher education to prepare educators to address the needs of all Oregon students and increase student achievement.

OSBA supports additional flexibility to allow more teachers to provide college-level instruction in public high schools.

OSBA supports changes to teacher licensing laws to allow greater flexibility for individuals who do not hold a traditional teaching license to provide instruction in CTE and other hard-to-fill courses.

### PROPOSED 3.4 Teacher and Administrator Quality

OSBA recognizes that teacher and administrator quality is one of the most important factors in improving student achievement. OSBA supports local and state programs to provide professional development, mentoring and training for teachers and administrators that is rigorous and leads to a system of continuous improvement and growth in student achievement.

OSBA supports rigorous, high-quality, ongoing evaluations of teachers and administrators that include consideration of student achievement and growth.

OSBA supports efforts to attract and retain a more diverse workforce that reflects the demographics, languages and needs of Oregon’s students.

## Section 4: Governance and Operations

### PROPOSED 4.1 State-Level Education Policy and the State Board of Education

OSBA supports a state board of education as the appropriate state-level policymaking body for elementary and secondary schools.

OSBA strongly supports collaboration between state-level policymakers, educators and stakeholders, including school board members, parents and students, when considering policy changes to Oregon's public education system.

OSBA believes that any discussion about improving student outcomes must include recognition of and a plan for the needed state investments to implement the goals.

### PROPOSED 4.2 Local Governance

OSBA believes that locally elected school district and ESD boards are best equipped to make decisions in the best interests of their students and communities and will strongly advocate for Oregon's tradition of democratically elected, local governance of school districts and ESDs.

OSBA opposes measures that would place additional restrictions on local voters' ability to govern their school districts and ESDs.

### PROPOSED 4.3 School Safety

OSBA supports school district and ESD boards determining measures necessary to promote safe and secure school environments for students, staff, parents and the community.

## Section 5: Federal Education Issues

### PROPOSED 5.1 Every Student Succeeds Act (ESSA) and the Federal Role in Education

OSBA supports collaboration between the Oregon Department of Education and local education stakeholders, including parents and students, when creating and implementing federally mandated state, district and school accountability systems and student assessments.

OSBA believes Oregon stakeholders should be empowered to design, create and implement the programs and systems necessary to fulfill ESSA requirements.

OSBA believes ESSA collaboration must focus on supports for struggling schools, closing achievement and opportunity gaps for traditionally underserved students, and increasing graduation rates for all student subgroups.

### PROPOSED 5.2 K-12 Funding in the Federal Education Budget

OSBA believes the federal share of funding for, including but not limited to, the Individuals with Disabilities Education Act (IDEA), Title I, emerging English or bilingual speakers, Carl Perkins CTE grant funds, and child nutrition programs should be increased and a top priority for the U.S. Department of Education, Congress and the president.

OSBA believes federal education funding should be distributed based on student needs and not through competitive grants that pit states against each other for limited funds.

OSBA opposes federal education policies that do not include financial resources to implement.

OSBA opposes any mechanism that diverts federal funds, including tax credits and vouchers, to private, religious or for-profit schools or erodes financial support of the public school system.

### PROPOSED 5.3 County Timber Payments

OSBA supports Oregon congressional delegation efforts to ensure that funding for the Secure Rural Schools and Community Self-Determination Act (also known as County Timber Payments) continues or that there is a successor program.

OSBA members know that cuts to timber payments do not just impact the school districts in timber country. The loss of timber money is a net loss to the entire funding system, and every school and student in Oregon is impacted.

**CENTENNIAL SCHOOL DISTRICT**  
18135 SE Brooklyn  
Portland, OR 97236  
(503) 760-7990

**NEW BUSINESS**

---

**To:** Board of Directors  
**Date:** December 12, 2018  
**Subject:** **Consider Resolution 2 to Amend Oregon School Boards Association's Bylaws Relating to Composition of the Board of Directors**

---

This amendment designates an Oregon School Board Members of Color Caucus seat as a voting member of the OSBA Board of Directors and Legislative Policy Committee.

\*\*\*\*\*

It is recommended that the Board vote to adopt this resolution.



---

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

---

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

**WHEREAS**, the Oregon School Board Members of Color Caucus (the Caucus) has been active and supported by OSBA’s Board of Directors since 2016; and has developed a purpose statement, elected officers and regional and at-large representatives; and has established bylaws; and

**WHEREAS**, the Caucus has defined its core value as follows: “To promote quality education for all students with emphasis on the unique needs of students of color;” and

**WHEREAS**, the Caucus has articulated its mission; and

**WHEREAS**, OSBA’s Board of Directors recognizes the importance of the Caucus’s core value and mission; and

**WHEREAS**, OSBA’s Board of Directors has publicly supported the Caucus’s work through three separate votes in 2016 and 2017; and

**WHEREAS**, in accordance with OSBA Bylaws the Board of Directors acted to recognize the Caucus with ex-officio status on the OSBA Board and Legislative Policy Committee in August 2018; and

**WHEREAS**, the Caucus has respectfully requested that the Board of Directors submit a resolution to the membership designating the Caucus a seat on the OSBA Board of Directors and Legislative Policy Committee.

**THEREFORE, BE IT RESOLVED** by the OSBA Board of Directors that the proposed bylaws amendment designating a Caucus representative as a voting member of the OSBA Board of Directors and Legislative Policy Committee be submitted to the membership for consideration during the 2018 OSBA election; and

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

*Submitted by: OSBA Board of Directors*



# BYLAWS

## Proposed Bylaw Changes

Approved by the Board of Directors on September 15, 2018

Submitted to the Membership for Consideration in the 2018 Election Process

Draft

Draft

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## SECTION 1 PURPOSE

- A. The Oregon School Boards Association (the “Association”) exists solely to perform essential governmental functions and all of its income accrues to the State of Oregon or its political subdivisions as required under IRC Section 115. In particular, the Association’s mission and purpose are as follows:
- B. To work for the general advancement and improvement of the education of all public school children of the State of Oregon.
- C. To gather and disseminate information pertinent to the successful operation of public schools.
- D. To work for the most efficient and effective organization of public schools of this state. “Public schools” include local school districts, education service districts, the State Board of Education and community colleges classified as a political subdivision.
- E. To work for adequate and dependable financial support for the public schools of this state.
- F. To study all legislation which affects the public schools of Oregon and to support and work for that which appears to be desirable and to keep members informed thereof. To propose and work for the enactment of proper educational legislation.
- G. To encourage the establishment and maintenance of best practices and high standards in the conduct and operation of the public school educational system.
- H. To study and interpret educational programs and to relate them to the needs of pupils.
- I. To promote public understanding of the role of school boards and school board members in the improvement of education.
- J. To conduct seminars, conferences, and research projects in the various aspects of education for the benefit of members.
- K. To endeavor to implement the policies, beliefs and resolutions of the Association members and board of directors.
- L. To do such other things as the member boards or board of directors may deem appropriate for the accomplishment of these and other purposes which tend to improve public education.
- M. To enter into such cooperative agreement with members for the pooling of resources and the provision of services as may result in the more efficient utilization of district resources and accrue to their financial advantage.

## SECTION 2 MEMBERS

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

**2.1.1** Local School District as defined under ORS Chapter 332;

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

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

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

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

**2.4 Voting Power.**

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

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

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

- (d) K-12 Local Districts with an ADMr between 39,000.1 and above shall have five votes.

## **2.5 Process of Approval of Member Resolutions.**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### **SECTION 3 DIRECTORS**

**3.1 Powers.** Except as provided under Section 2.2, all corporate powers shall be exercised by or under the authority of and the affairs of, are managed under the direction of a 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.

**3.3 Number.** The board of directors shall consist of not fewer than three nor more than ~~23~~ 24 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 an officer 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 past president.

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

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

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

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

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

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

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

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

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

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

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

**3.10 Notice of Meetings.** All members shall be officially notified of a special meeting by written notice delivered personally, by telephone or electronic mail to all directors at least 48 hours prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the directors, the place and time of the meeting, and instructions describing the

method by which directors can participate by telephone or video. Notice shall also comply with all procedures and include any information as required by ORS Chapter 192.

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

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

**3.13 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.

**3.14 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.

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

## **SECTION 4 COMMITTEES AND CAUCUSES**

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

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

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

**4.1.3 Legislative Policy Committee.** The board of directors shall maintain a Legislative Policy Committee.

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

(b) Composition. The LPC shall be composed of the voting members of the board of directors and the regional representatives elected under the procedures defined in 4.1.3(c) and (d). All committee members must be elected or appointed directors of a member. The vice president of the board shall chair the LPC.

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

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

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

(f) 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, however, that no committee of the board of directors may:

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

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

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

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

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

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

**4.4.4** With the adoption of this section, the Oregon School Board Members of Color Caucus is established.

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

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

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

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

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

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

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

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

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

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

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

**5.5.4 Secretary-treasurer:** The secretary-treasurer shall be responsible for keeping in a suitable minute book accurate minutes of all board of director meetings; shall carry on official

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

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

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

## **SECTION 6 NONDISCRIMINATION**

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

## **SECTION 7 GENERAL PROVISIONS**

### **7.1 Amendment of Bylaws.**

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

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

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

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

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

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

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

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

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

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

\* \* \* \* \*

The foregoing bylaws were duly adopted by the Board of Directors of Oregon School Boards Association on (fill in date) and approved by the membership on (fill in date).