

FRIDAY, JANUARY 20, 2017
Chemeketa Eola Northwest Wine Studies Center, Salem, OR

OSBA board members in attendance at meeting start: President Betty Reynolds, President-elect LeeAnn Larsen, Vice President Tass Morrison, Secretary-Treasurer Don Cruise, Past President Doug Nelson, Paul Anthony, Kevin Cassidy, Carlos Castaneda, Sherry Duerst-Higgins, Susan FitzGerald, Kaye Jones, Greg Kintz, Hank Perry, Craig Prewitt, Scott Rogers, Lori Theros, Maureen Wolf, ex officio Joel Robe (OAESD)

OSBA staff in attendance at meeting start: Executive Director Jim Green, Catherine Cusimano, Lisa Freiley, Donna Herren, Peggy Holstedt, Steve Kelley, Alex Pulaski, Mike Robison, Lori Sattenspiel, Kate Wilkinson, Jane Leonhardt

OSBA guests in attendance at meeting start: Gary Peterson (OAESD), Mary Paulson

OSBA board members not in attendance: Cheri Helt, Kris Howatt, ex officio Craig Hawkins (COSA), ex officio Charles Martinez, Jr. (State Board of Education)

President Betty Reynolds called the meeting to order at 6:05 p.m.

I. Welcome and introductions

President Betty Reynolds welcomed attendees and asked board members to briefly introduce themselves. Betty provided a brief look back over 2016, and provided a look forward to the upcoming year and legislative session. Betty urged board members to engage in the legislative process and connect with their communities through advocacy in the Promise of Oregon, Oregon Rising, Friends of Public Education and Stand Up 4 Public Schools campaigns.

II. Approve agenda

Doug Nelson moved approval of the agenda with the addition of discussion of the resignation of Francisco Acosta from the OSBA Board of Directors and the proposed process and timeline to fill the vacant Multnomah Region seat on the OSBA Board. This agenda item will be placed on the agenda, under Section IV, Association, as a new item E. Seconded by Sherry Duerst-Higgins

The board voted and the motion passed unanimously.

III. Consent agenda

Betty noted that the liaison chart in the consent agenda has been replaced by a corrected version at board members' seats.

Sherry Duerst-Higgins moved approval of the consent agenda. Seconded by Doug Nelson.

The board voted and the motion passed unanimously.

A. Approval of minutes

- 1. November 13, 2016, OSBA Board meeting minutes
 - B. Acceptance of minutes
 - 1. September 7, 2016, Revenue Reform Advisory Workgroup meeting minutes
 - 2. November 2, 2016, Revenue Reform Advisory Workgroup meeting minutes
 - 3. November 3, 2016, Executive Committee conference call minutes
 - 4. November 10, 2016, Succession Planning Committee meeting minutes
 - 5. November 10, 2016, Governance Committee meeting minutes
 - 6. November 12, 2016, OSBA Annual Membership meeting minutes
 - 7. November 13, 2016 Executive Committee debrief meeting minutes
 - 8. December 12, 2016, Executive Committee conference call minutes
 - 9. December 13, 2016, Policy Committee conference call minutes
 - C. Staff reports
 - 1. Liaison chart, Lori Sattenspiel
 - 2. Litigation Department mid-year report, Kate Wilkinson
 - 3. PACE Administration mid-year report, Lisa Freiley
 - 4. Labor Services mid-year report, Catherine Cusimano
 - 5. Legislative Services mid-year report, Lori Sattenspiel
 - 6. Business Development mid-year report, Lori Sattenspiel
 - 7. Communication Services mid-year report, Alex Pulaski
 - 8. Board Development mid-year report, Steve Kelley
 - 9. Policy Services mid-year report, Peggy Holstedt
 - 10. Finance and Operations mid-year report, Mike Robison
 - 11. Current financial statements, Mike Robison
 - 12. Investment report, Mike Robison
 - 13. Fall regional meetings report, Jim Green
 - D. Board reports
 - 1. PACE, Craig Prewitt
 - 2. NSBA Pacific Region Winter Meeting, Betty Reynolds
 - 3. OLN 2016 Fall Leadership Institute, Betty Reynolds
 - E. Calendar of OSBA and NSBA Events
 - F. OSBA elections
 - 1. Election results, Jim Green
 - 2. 2017 election calendar, Jim Green
- IV. Association (*items taken out of order*)
- A. Financial results and reports
 - 3. Change of bank signatories

Mike Robison indicated that due to the retirement of former Executive Director Betsy Miller-Jones, bank account signatories must be updated which requires board action. Current signatories on the OSBA, Legal Assistance Trust, and Brady bank accounts are Betsy Miller-Jones, Jim Green, Lisa Freiley, and Mike Robison. The OSBA Board must grant authority to OSBA Secretary-Treasurer Don Cruise to sign documents required to amend the signatories to add Mary

Paulson, OSBA's new Deputy Executive Director, and drop Betsy Miller-Jones as authorized signatories.

Doug Nelson moved the board authorize OSBA staff to change signatories on the OSBA, Legal Assistance Trust, Local Government Center Trust, and Brady bank accounts to Executive Director Jim Green, Deputy Executive Director Mary Paulson, Staff Counsel/PACE Administrator Lisa Freiley, and Director of Operations and Finance Michael Robison. Seconded by Paul Anthony.

The board voted and the motion passed unanimously.

2. Finance Committee report

Secretary-Treasurer Don Cruise provided a report from the Finance Committee meeting earlier in the afternoon. The committee heard a report from Brent Peterson on OSBA investments, from OSBA Director of Finance and Operations Mike Robison on the association's finances, and received the auditors' reports. The Finance Committee voted to increase the budget for the 2017-18 fiscal year to maintain existing services to the membership.

Fritz Duncan and Sarah Fantazia entered the meeting at 6:25 p.m.

1. Audit results

Fritz Duncan from Jones & Roth provided a summary of the audits performed on OSBA, Legal Assistance Trust, and Local Government Center Trust and outlined the process. No changes were suggested. He indicated the systems in place are good ones and management does a good job monitoring all three entities. Sarah Fantazia from Jones & Roth managed the audits. She reported that she did not make any audit adjustments and there were no disagreements with management. Fritz and Sarah outlined the assets, liabilities and net assets of the three entities.

Donna Herren exited the meeting at 6:30 p.m.

Motion: Doug Nelson moved acceptance of the audit results as presented by Jones & Roth, P.C. Seconded by Craig Prewitt.

The board voted and the motion passed unanimously.

Fritz Duncan and Sarah Fantazia exited the meeting at 6:40 p.m.

B. Board Committee reports

1. OSBA Policy Committee

a. Proposed revisions to OSBA Policy Manual

OSBA Director of Policy Services Peggy Holstedt thanked OSBA staff for their work in reviewing the policies, which must be reviewed every five

years. She referred attendees to the meeting packet for a summary of the modifications made, who made modification recommendation, and the rationale behind the change.

Motion: Tass Morrison moved the board adopt the OSBA Policy Manual revisions as presented. Seconded by Lori Theros.

The board voted and the motion passed unanimously.

C. Executive Director report

Jim Green referred attendees to his transition plan in the meeting packet and outlined elements of his transition plan. Meetings are being scheduled with staff and stakeholders and he will bring information from these meetings back to the board in June. Jim indicated he is working with executive coach Sydney Joyner, who will meet with OSBA directors and Executive Committee members. He will begin bi-weekly updates on progress made on his transition plan and will continue weekly email updates to the board. Jim expressed his appreciation for the feedback received and for the support of OSBA staff. His transition report will be part of his evaluation. The Governance Committee will bring a proposal for his evaluation to the March meeting.

D. Correspondence from membership

Jim addressed a letter received from Pleasant Hill School District which expressed concern about the current process for approving OSBA's Legislative Policies & Priorities. Jim indicated he will share correspondence such as this with the board in the future. Members have previously voiced concern over the current method of voting in favor of or against the entire Legislative Policies & Priorities package. This will be added to the Governance Committee's agenda.

ADDED AGENDA ITEM:

E. Resignation of Francisco Acosta

Franciscos Acosta submitted his resignation from the OSBA board, Position 17 in the Multnomah Region. Jim outlined the constitutional process for replacing an OSBA board member. Emails will be sent to the Multnomah Region announcing the vacancy next week. The required paperwork for applying to fill the vacancy will be due to OSBA by 5:00 p.m. on February 24, 2017. A nomination is not required. Staff will the compile results and the board will meet via phone conference the week of March 6-10 to appoint the new board member.

Motion: Kaye Jones moved the board accept the proposed method and time line for filling the vacancy for Position 17 in the Multnomah Region. Seconded by Paul Anthony.

The board voted and the motion passed unanimously.

The meeting recessed at 7:11 p.m.

The meeting reconvened at 7:18 p.m.

V. Ex officio reports

A. OAESD

Gary Peterson, OAESD Executive Director, provided background on Oregon's ESDs, including their mission, funding, governance and local service plan requirements. He spoke of the future of ESDs, such as the Oregon Promise, Regional Achievement Collaboratives, Early Learning and STEM hubs, and CTE revitalization.

B. State Board of Education - No report received

C. COSA - No report received

D. SBMCC

Carlos Castaneda indicated he didn't have much to report. The caucus had a good turnout at the meeting held during convention in November and there seems to be interest in the group. Another meeting is scheduled January 26 to go over ideas to move the caucus forward.

VI. Leadership

A. 2017 Summer Board and Convention planning

Director of Board Development Steve Kelley provided a report regarding keynote speakers for Summer Board and Annual Convention. He indicated there will be a strong charter school and ESD strand throughout Convention.

B. Promise Scholarship Program

Steve Kelley outlined the Promise Scholarship Program, which awards a \$5,000 scholarship to a board who meets five criteria. One ESD and five school district boards hit the finish line. He thanked board members who were present when scholarship checks were awarded. Board members shared their experiences and benefits received from participating in the program.

C. Get on Board

Steve Kelley announced that Chalkboard has postponed its participation in the Get on Board campaign. Despite the reduced budget, OSBA will offer webinars on February 9 and 19 to provide free training opportunities for those interested in learning more about service on school boards. Director of Communication Services Alex Pulaski outlined how Get on Board began and what the campaign will look like. The goal is to inform the public about the important work school board members do.

President Betty Reynolds recessed the meeting at 8:18 p.m.

Saturday, January 21, 2017

Chemeketa Eola Northwest Wine Studies Center, Salem, OR

OSBA board members in attendance at meeting start: President Betty Reynolds, President-elect LeeAnn Larsen, Vice President Tass Morrison, Secretary-Treasurer Don Cruise, Kevin Cassidy, Carlos Castaneda, Susan FitzGerald, Kris Howatt, Kaye Jones, Greg Kintz, Hank Perry, Craig Prewitt, Scott Rogers, Maureen Wolf

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President Betty Reynolds called the meeting to order at 8:03 a.m.

- I. Association
 - A. OSBA IRS status update

Enter executive session at: 8:04 a.m.

Executive Session pursuant to ORS 192.660(2)(f)

“To consider information or records exempt by law from public inspection.”

Doug Nelson entered the meeting at 8:04 a.m.

Lori Theros entered the meeting at 8:10 a.m.

Joel Robe entered the meeting at 8:11 a.m.

Exit executive session at 8:31 a.m.

- B. Roundtable department mid-year reports
 - 1. Litigation, Kate Wilkinson
 - 2. PACE, Lisa Freiley, Geoff Sinclair, SDAO
 - 3. Labor Services, Catherine Cusimano
 - 4. Legislative Services, Lori Sattenspiel
 - 5. Policy Services, Peggy Holstedt
 - 6. Board Development, Steve Kelley

7. Finance and Operations, Mike Robison
8. Communication Services, Alex Pulaski

Mid-year reports were provided verbally to board members by OSBA department directors on a small group, rotating basis.

C. Promise of Oregon / Oregon Rising

Director of Communication Services Alex Pulaski summarized how the Promise of Oregon campaign began, including videos, Promise challenge, petition, and toolbox on the Promise website. The Promise campaign then merged with Oregon Rising, including the survey about what people want in public education. The next step is the merging of revenue reform with the Promise and Oregon Rising campaigns. Alex showed the newest, yet unfinished, video which focuses on the revenue needed to educate Oregon children. Alex requested everyone to share and push the message out on social media.

II. Leadership

A. Re-authorize New Board Member Welcome Ambassador Program

Jim Green summarized the New Board Member Welcome Ambassador Program where current OSBA board members reach out to new board members to introduce them to OSBA. A sample script, letter from the president, and email from the executive director of OSBA were included in the meeting packet.

Motion: Scott Rogers moved the OSBA board re-authorize the New Board Member Welcome Ambassador Program as presented. Seconded by Doug Nelson.

The board voted and the motion passed unanimously.

III. Advocacy

A. 2017 Legislative session

Jim Green indicated the dollar figure from the co-chairs was lower than the Governor's budget number which was \$7.8 billion. To continue at the current service level would take \$8.4 billion. Jim indicated he spoke with Sen. Mark Hass who is interested in OSBA's revenue reform plan. The revenue reform poll will be out the first part of February. If full funding cannot be raised then Jim believes Oregon will be back in a special session. Discussion followed on how to keep OSBA's revenue reform package separate from Ballot Measure 97 in the minds of Oregon voters.

B. Legislative Advocacy Day, March 13, 2017

Interim Director of Legislative Services Lori Sattenspiel reported that the COSA/OSBA Legislative Day will be held Monday, March 13. She is working on homework for OSBA members to use when they speak with legislators.

C. Oregon Business Plan Leadership Summit

Lori Sattenspiel outlined the the Oregon Business Plan Leadership Summit held in Portland on December 5, 2016, and how it pivoted its focus to revenue reform after the failure of Ballot Measure 97. OSBA board members who attended shared what they took away from the summit.

D. OSBA Education Summit

Lori Sattenspiel reported that OSBA had contemplated hosting an education summit as part of its revenue reform strategy. Funding for the event wasn't included in OSBA's budget this year and partners are interested in helping with polling rather than a summit. OSBA board members voiced concern about postponing the summit until next year. Jim reminded board members that the OSBA/COSA Legislative Day comes at a crucial time and urged members to participate as much as possible.

President Betty Reynolds adjourned the meeting at 12:10 p.m.