

FRIDAY, JANUARY 24, 2020
Salem Convention Center, Salem, Oregon

OSBA board members in attendance at meeting start: President Kevin Cassidy, President-elect Maureen Wolf, Vice President Liz Hartman, Secretary-Treasurer Scott Rogers, Past President Tass Morrison, Chris Cronin, Jackie Crook, Terry Deacon, Bill Graupp, Linda Hamilton, Kris Howatt, Greg Kintz, Melissa LaCrosse, LeeAnn Larsen, Erika Lopez, OCCA ex officio Annette Mattson, Sonja Mckenzie, Patti Norris, Brandy Penner, Craig Prewitt, Betty Reynolds, Lori Theros, OAESD ex officio Rose Wilde

OSBA staff in attendance at meeting start: Executive Director Jim Green, Deputy Executive Director Mary Paulson, Chris Davidson, Jenny Fedler, Dave Harvey, Sarah Herb, Peggy Holstedt, Steve Kelley, Kristin Miles, Haley Percell, Alex Pulaski, Executive Assistant Jane Leonhardt

OSBA guests in attendance at meeting start: Fritz Duncan, Kim Lyon, Ivan Lorentzen, Bill McCaw

OSBA board members not in attendance: Michelle Vo

President Kevin Cassidy called the meeting to order at 6:09 p.m.

I. Welcome and introductions

Individuals introduced themselves and talked about what they are looking forward to in 2020.

II. Approve agenda

Motion: Scott Rogers moved approval of the agenda as presented. Seconded by Melissa LaCrosse.

The board voted and the motion passed unanimously.

III. Consent agenda

- A. Approval of minutes
 1. November 17, 2019, OSBA Board of Directors meeting minutes
- B. Acceptance of minutes
 1. November 26, 2019, Executive Committee conference call minutes
- C. Board written reports
 1. OSBMCC report, Bill Graupp
 2. OAESD ex officio report, Rose Wilde
- D. Mid-year department reports
 1. Litigation Services
 2. PACE Administration
 3. Legislative Services
 4. Policy Services
 5. Board Development
 6. Finance and Operations

- 7. Communication Services
- 8. Executive Director
- E. Calendar of OSBA and NSBA Events
- F. 2020 OSBA Board of Directors roster
- G. 2020 OSBA Board Committee list

Motion: Betty Reynolds moved approval of the consent agenda as presented. Seconded by Erika Lopez.

The board voted and the motion passed unanimously.

IV. Association

- A. Financial reports
 - 1. Audit results

Chris Davidson provided a brief verbal report regarding OSBA finances. He introduced Fritz Duncan and Kim Lyon of Jones & Roth.

Chris Davidson exited the meeting at 6:36 p.m.

Kim Lyon provided a brief summary of the audit of the Local Government Center (LGC) Trust. The LGC Trust was issued a clean, unmodified opinion. The financial statements are materially correct. Kim moved on to the Legal Assistance Trust (LAT) audit. The opinion issued indicates that the financial statements are materially correct. There has not been much activity in this entity. Most expenses this year have been administrative.

Fritz Duncan summarized the audit of OSBA. He addressed deficiencies discovered during the audit created by staff turnover in the accounting department. Fritz emphasized that no fraud was discovered; only issues that can be corrected by implementing proper policies and procedures. Fritz reported that the overall health of the association remains good. Jim reported that the Finance Committee spent a significant amount of time going through the audit reports at its meeting. Procedures will be put in place to prevent issues from occurring again in the future, including the new Enviser software which will cut down on hand entry.

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

The board voted and the motion passed unanimously.

- 2. Finance Committee report
- Scott Rogers indicated the Finance Committee focused on the audit reports and went through processes and internal controls that will be put in place. He complimented the auditors and Chris Davidson for the solid dialogue held at meeting.

B. Ad Hoc Committee recommended guidelines
LeeAnn Larsen reminded attendees that the board appointed a committee to come up with processes for adding and eliminating a caucus, creating an advisory committee, adding an ex officio member to the board of directors and adding a voting member to the board of directors. The committee's draft guidelines were presented to the board in September. Committee members are present to answer questions. The committee recommends approval of the guidelines.

Motion: Scott Rogers moved the board approve the OSBA Ad Hoc Committee recommended guidelines as presented. Seconded by Kris Howatt.

The board voted and the motion passed unanimously. Linda Hamilton abstained.

- C. Appointments
1. PACE trustee appointments
 - a. Sherry Ely, Grants Pass SD (Term 7/1/20-6/30/23)
 - b. David Kruse, North Clackamas SD (Term 7/1/20-6/30/23)
 - c. Brad Henry, Bend-La Pine SD (Term 7/1/20-6/30/21)
 - d. Sharla Andresen, Central Oregon CC (Term 7/1/20-6/30/23)
 - e. Brett Yancey, Springfield SD (Term 7/1/20-6/30/23)

Dave Harvey, PACE Administrator, explained that PACE is the insurance pool for property, auto and general liability for most of the districts and charter schools in the state. The trustees recommend appointment of Sherry Ely, Dave Kruse, Brad Henry, Sharla Andresen and Brent Yancey.

Motion: Craig Prewitt moved the OSBA board appoint Sherry Ely, David Kruse, Brad Henry, Sharla Andresen and Brett Yancey to the PACE board of trustees for the terms outlined in the memo included in the January 24, 2020, board meeting packet. Seconded by Greg Kintz.

The board voted and the motion passed unanimously.

- D. OSBA elections
1. Election results
Jim Green reported that during OSBA elections in November-December 2019 there were two contested board seats and three contested LPC seats. He outlined the results of the elections and referred to page 111 of the meeting packet for information on voter turnout by region.
 2. 2020 election calendar
Jim indicated the board is required to approve the election calendar annually. The proposed calendar is in line with the election timelines cited in the OSBA Bylaws.

Motion: Lori Theros moved the board adopt the 2020 election calendar as presented. Seconded by Melissa LaCrosse.

The board voted and the motion passed unanimously.

E. Current Research/Board Self-Assessment System (BSAS)

Steve Kelley, Director of Board Development, set the stage by describing two events in his professional career that fundamentally changed how he sees the world. Bill McCaw and Ivan Lorentzen outlined how data from board self-assessments can identify ways board actions can make changes in the poverty gap. Bill and Ivan presented their research on the importance of designing district systems with overlapping lines of responsibility, and how board self-assessment surveys can provide valuable insights.

V. Meeting recesses until 8:00 a.m. on Saturday, January 25, 2020

President Kevin Cassidy recessed the meeting at 9:09 p.m.

SATURDAY, JANUARY 25, 2020
Salem Convention Center, Salem, Oregon

OSBA board members in attendance at meeting start: President Kevin Cassidy, President-elect Maureen Wolf, Vice President Liz Hartman, Secretary-Treasurer Scott Rogers, Past President Tass Morrison, Chris Cronin, Jackie Crook, Terry Deacon, Bill Graupp, Kris Howatt, Greg Kintz, LeeAnn Larsen, Erika Lopez, OCCA ex officio Annette Mattson, Sonja Mckenzie, Patti Norris, Brandy Penner, Craig Prewitt, Betty Reynolds, Lori Theros, OAESD ex officio Rose Wilde

OSBA staff in attendance at meeting start: Executive Director Jim Green, Deputy Executive Director Mary Paulson, Chris Davidson, Jenny Fedler, Dave Harvey, Peggy Holstedt, Steve Kelley, Haley Percell, Alex Pulaski, Lori Sattenspiel, Executive Assistant Jane Leonhardt

OSBA guests in attendance at meeting start: Verjeana Jacobs, Liya Amelga

OSBA board members not in attendance: Michelle Vo

President Kevin Cassidy called the meeting to order at 8:04 a.m.

I. Association

A. 2020-21 board goals

Mary Paulson summarized proposed changes to the board goals. She indicated the goals will be brought back for adoption in June. Changes were made based on feedback from the board after working with Salam Noor. What was requested was how the board would accomplish the goals, so action steps were included for clarity.

Melissa LaCrosse joined the meeting at 8:16 a.m.

II. Diversity, Equity and Inclusion Training

Verjeana Jacobs and Liya Amelga with NSBA lead diversity training with the board of directors.

Linda Hamilton joined the meeting at 8:35 a.m.

Verjeana outlined how NSBA adopted language on what equity means and how the organization's vision will be achieved. She identified the main drivers of equity as funding, high-level curriculum, effective educators, and a safe and supportive school climate. Verjeana and Liya guided the board through several activities and exercises.

III. OSBA board meeting evaluations

IV. Meeting adjourns

President Kevin Cassidy adjourned the meeting at 11:55 a.m.