



OREGON SCHOOL BOARDS ASSOCIATION

OSBA Board of Directors Special Meeting

Thursday, August 29, 2024, 9:00 AM

Via Zoom

Meeting Minutes

OSBA board members in attendance at meeting start: Sami Al-Abdrabbuh; Chris Cronin; Emily Smith; Dawn Watson; Jackie Crook; Laurie Danzuka; Neelam Gupta; Linda Hamilton; Kris Howatt; Greg Kintz; Kristy Kottkey; Alonso Oliveros; Chrissy Reitz; Clyde Rood; Thomas Nancy; Glenn Wachter

OSBA staff in attendance at meeting start: OSBA staff in attendance at meeting start: Emielle Nischik, Interim Executive Director; Haley Percell, Chief Legal Officer and Interim Deputy Executive Director; Jake Arnold, Communications and News Specialist; La'Nell Trissel, Executive Assistant; Henry van Vuuren, Information Technology Analyst; Efren Zamudio, Legislative Specialist; Therese Holmstrom, Senior Assistant Legal Counsel; Callen Sterling, Senior Assistant Legal Counsel and Legal Services Team Lead

Guests in attendance at meeting start: Bob Steringer, Harrang Long P.C.

OSBA board members not in attendance at meeting start: Kraig Albright; Jeffrey Crapper; Katrina Doughty; Tristan Irvin; Steve Lowell; Sonja Mckenzie; Nichole Schott

President Al-Abdrabbuh called the meeting to order at 9:02 a.m.

I. Welcome, introductions, roll call

President Al-Abdrabbuh welcomed everyone to the meeting.
Roll call was taken, and a quorum was present.

II. Approve agenda

President Al-Abdrabbuh reminded everyone that they should refer to version 4 of the meeting packet.
It was confirmed that BoardBook was current.

Motion: Emily Smith moved to approve the agenda as presented. Seconded by Kris Howatt.

There being no votes in opposition, the motion passed unanimously.

III. Consent agenda

- III.A. OSBA Board Process: Nominating and Electing OSBA Officers
- III.B. NSBA Board of Directors Member, 2025-2028 Term

Motion: Kris Howatt moved to approve the consent agenda as presented. Seconded by Emily Smith.

There being no votes in opposition, the motion passed unanimously.

IV. Executive Director hiring process

V. Executive Director job description

VI. Executive Director salary range

VII. Resolution to establish hiring standards, criteria, and policy directives for the hiring of an executive director by direct appointment review

*** Kraig Albright joined the meeting at 9:21 a.m. ***

*** Tristin Irvin joined the meeting at 10:04 a.m. ***

President Al-Abdrabbuh summarized the work of the Board to hire an Executive Director.

Steringer outlined next steps for hiring an Executive Director by direct appointment as delineated in the proposed Process for Hiring an Executive Director (Direct Appointment), and referenced the Executive Director Job Description, the Executive Director Salary Range, and the Resolution to Establish Hiring Standards, Criteria, and Policy Directives for the Hiring of an Executive Director by Direct Appointment.

Discussion took place regarding the staff feedback survey, the salary review study, the lack of the salary review study in the meeting packet, the proposed resolution, the history of past executive director appointments, the hiring process, the proposed job description, the addition of PACE services section to the job description, the sources and collection methods used in the salary review study, and the intended use of the salary study during contract negotiations.

Steringer provided assurance that the process and documents being brought forward in the meeting were consistent with OSBA's bylaws and policies, the Board's resolutions and motions passed in the last year which are applicable to this endeavor, and with applicable state law.

Nischik confirmed that she had a chance to review the job description and endorsed the document.

VIII. Public Comment

No public comment was provided. President Al-Abdrabbuh provided additional information regarding the posting of the vacancy notice and public comment.

IX. Resolution to establish hiring standards, criteria, and policy directives for the hiring of an executive director by direct appointment

President Al-Abdrabbuh detailed the next steps in the hiring process, specifically the contract negotiation process and contract formalization.

Motion: Chris Cronin moved to adopt the resolution as presented. Seconded by Kristy Kottkey.

A voice vote was taken, there being no votes in opposition and one abstention, the motion passed with the majority.

Kraig Albright: Yea

Jeffrey Crapper: Absent

Chris Cronin: Yea

Jackie Crook: Yea

Laurie Danzuka: Yea

Katrina Dougherty: Absent

Neelam Gupta: Yea

Linda Hamilton: Yea

Kris Howatt: Abstain

Tristan Irvin: Yea

Greg Kintz: Yea

Kristy Kottkey: Yea

Steve Lowell: Absent

Sonja Mckenzie: Absent

Alonso Oliveros: Yea

Chrissy Reitz: Yea

Clyde Rood: Yea

Nichole Schott: Absent

Emily Smith: Yea

Nancy Thomas: Yea

Glenn Wachter: Yea

Dawn Watson: Yea

X. To consider the employment of a public officer, employee, staff member, or individual agent.

*** All OSBA Staff, guests, and members of the public, except La'Nell Trissel and Bob Steringer, stayed in the meeting room, while all Board members and invited guests moved to a breakout room at 10:25 a.m.***

President Sami Al-Abdrabbuh led the board into executive session at 10:25 a.m.

Executive Session- ORS 192.660(2)(a) "To consider the employment of a public officer, employee, staff member, or individual agent."

President Sami Al-Abdrabbuh adjourned the executive session at 11:00 a.m.

*** All OSBA Board members and invited guests returned to the meeting at 11:00 a.m.***

Neelam Gupta left meeting at 11:00 a.m.

Glenn Wachter left meeting at 11:00 a.m.

A quorum was verified.

XI. Executive Director job offer

An invitation was presented to the Board members for submission of negotiation parameters to the President and President-elect independently, and clarification was provided that the Board will have the opportunity to review and approve any contract prior to it becoming effective.

Motion: Emily Smith moved to offer the executive director position to Emielle Nischik and authorize the OSBA board president and OSBA president-elect to negotiate a salary and benefits package with the candidate in consultation with outside legal counsel. Seconded by Greg Kintz.

A roll call vote was taken, there being one vote in opposition, the motion passed with the majority.

Kraig Albright: Yea

Jeffrey Crapper: Absent

Chris Cronin: Yea

Jackie Crook: Yea

Laurie Danzuka: Yea

Katrina Doughty: Absent

Neelam Gupta: Absent

Linda Hamilton: Yea

Kris Howatt: No

Tristan Irvin: Yea

Greg Kintz: Yea

Kristy Kottkey: Yea

Steve Lowell: Absent

Sonja Mckenzie: Absent

Alonso Oliveros: Yea

Chrissy Reitz: Yea

Clyde Rood: Yea

Nichole Schott: Absent

Emily Smith: Yea

Nancy Thomas: Yea

Glenn Wachter: Absent

Dawn Watson: Yea

XII. Meeting adjourns

The President highlighted how important the discussion was and thanked everyone for their participation, then invited directors to provide negotiating parameters for the President and President-elect directly. Concern was raised regarding the process being used for deciding negotiating parameters and a request was made to reevaluate the process in the future.

The meeting was adjourned at 11:10 a.m.