



BOARD OF DIRECTORS  
Osvaldo F. Avila, Chairperson • Ashley Carson Cottingham, Vice Chairperson  
Danielle Bethell • Satya Chandragiri • Marty Heyen  
Karina Guzmán Ortiz • María Hinojos Pressey  
PO Box 12024, Salem, Oregon 97309-0024  
503-399-3001

Christy Perry, Superintendent

## AGENDA

### BOARD MEETING (Business Session)

6 p.m.

November 9, 2021

This meeting will be held by electronic means only, with board member/participant access online only as well as the public viewing access.

#### Public Access: Electronic, Live-stream

English: <https://www.youtube.com/watch?v=mwzCNYhVYLg>

Spanish: <https://www.youtube.com/watch?v=ag4aOygiN5k>

The meeting will also be broadcast on CC:Media, channel 21. Closed caption in English is available through CC:Media television and YouTube.

#### 1. CALL TO ORDER

Chairperson

- a. Board Attendance
- b. Land Acknowledgement
- c. Pledge of Allegiance
- d. Agenda Modifications

#### 2. SPOTLIGHTS

Superintendent

- a. \*Spotlight on Success

#### 3. PUBLIC COMMENT:

Chairperson

***Special Request to Community:*** This agenda involves multiple items that require the board's thoughtful and timely action and encourage the opportunity for public comment. To ensure the board can finalize action on these items during this meeting, 45 minutes will be allotted to hear public comment via Zoom or calling in. This time will be prioritized to hear public comment on board actions. Please use this time to inform the board on topics for board action rather than as a public forum to voice personal agendas. The board encourages and appreciates written public comment on an array of topics, which its members can read and contemplate ahead of the meeting. Thank you!

The board wants to hear broad input from the community related to board business and decisions, while at the same time effectively conduct board business. Public comment will be accepted on agenda and non-agenda items, by Zoom, call-in, or written submission. Each individual will be allowed up to three minutes, with an additional three minutes for translation to English, if needed. The link to sign up to give public comment opens when the agenda is posted and closes at 4 p.m. Monday. Please [click here](#) for directions and to sign up to comment. Comment is heard on a first-come, first-served basis. The board chair may use discretion in selecting speakers out of order to ensure it hears comment regarding agenda items for which it will be making decisions. The board will receive the written public comment prior to the board meeting and will hear a summary of the comment during the meeting. The summary and written comments will be posted on the website as supplemental material to the meeting the next business day.

- |   |                |
|---|----------------|
| <b>4. <u>REPORTS</u></b>  | Superintendent |
| <ul style="list-style-type: none"> <li>a. Superintendent's Report</li> <li>b. Key Performance Indicators: Reading, Math, Sense of Belonging</li> <li>c. Student Investment Account (SIA) Annual Report 2020-21 (see also Action Item 5.a)</li> </ul>  |                |
| <b>5. <u>ACTION ITEMS</u></b>   | Chairperson    |
| <ul style="list-style-type: none"> <li>a. *Approve the Student Investment Account (SIA) Annual Report 2020-21</li> <li>b. *Approve the Native American Heritage Month Proclamation</li> <li>c. *Approve the Education Support Professionals Proclamation</li> <li>d. *Adopt Resolution No. 202122-3: Adopting Supplemental Budget and Making Appropriations for the Fiscal Year 2021-22</li> </ul>  |                |
| <b>6. <u>CONSENT CALENDAR</u></b>   | Chairperson    |
| <ul style="list-style-type: none"> <li>a. *Acceptance of Grants</li> <li>b. *Approval of Personnel Action Items</li> <li>c. *Adopt Resolutions No. 202122-4 through 202122-9 Granting Fiscal Authority for the 2021-22 School Year</li> <li>d. *Approve Acceptance of the Lester &amp; MaryLou Green Donation and Authorize the District to Take All Necessary Steps to Complete Acceptance of the Donation</li> <li>e. *Approve Anthony Medina and Melissa LaCrosse as Salem-Keizer School Board's Official Ballot Selections to Oregon School Boards Association (OSBA) Board of Directors, Marion County Region, Positions 11 and 12, Respectively</li> <li>f. *Approve María Hinojos Pressey and Ashley Carson Cottingham as Salem-Keizer School Board's Official Ballot Selections to Oregon School Boards Association (OSBA) Legislative Policy Committee, Marion County Region, Positions 11 and 12, Respectively</li> </ul> |                |
| <b>7. <u>READINGS</u></b>   | Chairperson    |
| <ul style="list-style-type: none"> <li>a. *Resolution No. 202122-10: Authorizing Agreement of Request from the City of Salem to the Salem-Keizer School District Taxing District</li> </ul>   |                |
| <b>8. <u>INFORMATION/STANDARD REPORTS</u></b>   | Superintendent |
| <ul style="list-style-type: none"> <li>a. *Board Meeting Schedule</li> </ul>  |                |
| <b>9. <u>BOARD REPORTS</u></b>  | Chairperson    |
| <b>10. <u>ADJOURNMENT</u></b>   | Chairperson    |

\*Support Material Included

**SPOTLIGHT ON SUCCESS**

**Background/Discussion**

The superintendent and her executive cabinet are pleased to recognize the following individuals and/or groups for their outstanding work and/or contributions to our school district and community.

Honoring: Jon Lemmond, Lead Pastor – Trinity Covenant Church  
Recognition: Community Partner of the Month  
Presented by: Heidi Litchfield, Director of Elementary Education

Honoring: Sarah Head, Katie Titus, Abby Bielemeier, Diana Laront and Analy Taimanao – Financial Services  
Recognition: Department Spotlight  
Presented by: Christy Perry, Superintendent

Honoring: Rachelle Zavalza-Arellano – Senior at South Salem High School  
Recognition: Student Spotlight  
Presented by: Lara Tiffin, Principal at South Salem High

**Recommendation/Board Action**

For Information Only

**APPROVE THE  
STUDENT INVESTMENT ACCOUNT (SIA) ANNUAL REPORT  
FOR SCHOOL YEAR 2020-21**

**Background/Discussion**

At the time the Student Investment Account (SIA) was introduced, the district conducted an extensive community engagement process that included more than 2000 SKPS community, family, and staff members. The input of this diverse stakeholder group resulted in the identification of a dozen strategies designed to support safe and welcoming schools and improve equitable student outcomes. To ensure ongoing stakeholder input into use of SIA funds, the district created the SIA Advisory Committee, a group of community, family, and staff members who meet monthly to learn about fund use and provide input into essential questions related to our strategies.

The initial SIA allocation planned for approximately \$36 million was reduced to approximately \$11 million due to the impact of COVID-19. Despite this reduction, the SIA Advisory Committee continued to meet virtually during the pandemic and continued to advise the district in use of SIA funds. Input from this team informed the SIA Annual Report.

In addition, the leads for each SIA strategy were consulted throughout the year to assess implementation and progress. These regular consultations also informed the SIA Annual Report.

[Section 15 of HB 3427](#) requires SIA grantees to complete a progress review on an annual basis. The annual report serves as the progress review for this first year of implementation. To complete the progress review, three steps need to be taken:

1. The annual report must be posted to the grantee's webpage\*;
2. The annual report must be presented at an open meeting with the opportunity for public comment (not a consent agenda item); and,
3. The annual report must be approved by the governing board.

\*The report will be posted once approved by the School Board.

**Recommendation/Board Action**

Staff recommends the board approve the Student Investment Account Annual Report for School Year 2020-21.



**Salem Keizer School District  
2020-21**

**Student Investment Account Annual Report**

**Annual Report Questions**

<b>District or Eligible Charter School</b>	
<p>1. There are clear impacts from the reduction in SIA funding and from the direct efforts to respond to COVID-19. While you can't fully set those aside, what is important for your community, including focal student groups, families, and educators, to understand about your SIA implementation efforts during the 2020-21 school year and the positive impacts that have occurred? How were you able to make progress towards the goals and outcomes you were aiming at with SIA funding and processes?</p>	<p>The Student Investment Account (SIA) development process began in 2019 with a deep engagement of our community with over 5,000 participants over multiple months. From this work, the SIA Task Force of 40+ community member made recommendations that resulted in an eleven-strategy plan for district implementation.</p> <p>In 2020, to build on this initial work, we formed a group of 30+ diverse community members, staff, parents, and students to comprise the SIA Advisory Committee. The SIA Advisory Committee meets monthly to review progress of implementation and impact of the SIA plan. The committee assisted the district in refining the original SIA plan given the funding shortfall. Community and student voice were significant contributors to prioritizing what we selected to implement from the original plan.</p> <p>The SIA allocation for 20-21 we planned for was around \$36 million and we received \$11 million. This reduction along with the effects of the COVID-19 pandemic required significant adjustments to the plan.</p> <p>As per the SIA guidance, we articulated the overarching purpose of the SIA within our community that our plan is to benefit all students with an emphasis on focused student groups prioritized:</p> <ul style="list-style-type: none"> <li>• Students of color</li> <li>• Students with disabilities</li> <li>• Emerging bilingual students</li> <li>• Students navigating poverty, homelessness, and foster care</li> <li>• Other student groups that have historically experienced academic disparities</li> </ul> <p>Eight of the eleven SIA 20-21 Strategies were prioritized for implementation:</p> <ul style="list-style-type: none"> <li>• 5th grade Reading</li> <li>• 9th Grade On-Track</li> <li>• Language Acquisition</li> <li>• Middle School Math</li> <li>• Social Emotional Supports</li> </ul>

## Salem Keizer School District 2020-21

District or Eligible Charter School	
	<ul style="list-style-type: none"> <li>• Community Engagement</li> <li>• Equity, Diversity, and Inclusion</li> <li>• Continuum of Supports</li> </ul> <p>With the 20-21 SIA allocation, we funded the strategies and activities in the plan that promoted equity work, community engagement, social emotional learning, mental health and behavioral supports. We began academic strategies for supporting elementary literacy and language acquisition, secondary math, and English language development.</p> <p>We want the community to know that, in spite of the constraints from the circumstances around the pandemic and the comprehensive distance environment, we were able to move forward with many of the strategies in the plan so that when the hybrid model of in-person instruction began in the spring of 2021, we were well-positioned to expand to the degree possible to be ready for the full SIA allocation received in 2021-22.</p> <p>We are proud to report that the district maintained a focus on academic and social emotional, behavior, and mental health supports as informed by the recommendations of the SIA Advisory Committee and through the braiding of funding resources to support SIA priorities. District leadership worked diligently and creatively to braid funding streams from several sources to address the SIA shortfall and create coherence across improvement efforts including our Title programs and Measure 98 funds.</p> <p>Finally, we would want the community to know through the initial SIA Task Force work and the current SIA Advisory Committee, the district is engaging the community in a robust way to prioritize the needs of our historically and presently marginalized student groups while ensuring access and high-quality service for all students. In the context of the pandemic, the call to attend first to “care and connection” was the foundational philosophy underpinning our work in the 2020-21 school year.</p>
<p>2. What barriers, impediments, or challenges to your SIA implementation have you faced or identified that are helpful for your community and/or state leaders to be aware of?</p>	<p>Several barriers, impediments and challenges have become evident during our first year of SIA implementation.</p> <ul style="list-style-type: none"> <li>• Constraints on in-person instruction due to pandemic restrictions</li> <li>• Technology challenges for our most at-risk students and families</li> </ul>

**Salem Keizer School District  
2020-21**

<b>District or Eligible Charter School</b>	
	<ul style="list-style-type: none"><li>• Reduced funding in Year 1 created a great deal of work to adjust the plan from the significant effort of the previous year in designing the plan</li><li>• Challenges in hiring new staff who are representative of our diverse student population</li><li>• Challenges in hiring adequate numbers of staff for the positions available due to staffing shortages statewide</li><li>• Significant district support required for Charter schools, both district and state-sponsored</li><li>• Reporting structure challenging to navigate</li><li>• Overlapping reporting requirements and timelines</li><li>• Negative impact of pandemic constraints that affected our ability to provide in-person instruction and to implement the levels of professional development for which we planned</li><li>• Bussing and bus driver shortages</li></ul>

**Salem Keizer School District  
2020-21**

**Annual Report Questions**

3. SIA implementation includes ongoing engagement with focal students, the families of focal students, and educators. What successes and challenges, if any, have you experienced in maintaining engagement?

From the initial engagement with the community at-large through community-based listening sessions and the formation of the representative SIA Task Force in 2019 to the current representative SIA Advisory Committee, the district has expanded community engagement efforts well beyond the SIA work.

Numerous community engagement information and listening sessions have occurred on topics from safety in schools, the presence of school resource officers, the needs of families during comprehensive distance learning and hybrid learning models, and community-based outreach efforts implemented with the specific needs of the communities in mind.

The Superintendent directly communicated with the staff and the community on a regular basis through live events frequently over the course of 20-21.

Panorama Surveys with follow-up calls to families who may not have participated in the surveys have been utilized to get vital information from students and families on their ongoing needs. Not only were these efforts for the purpose of understanding immediate needs of students and families for technology, food, or other resources and supports but, also, in the context of providing information for continuously improving climate and culture in our schools and across our district.

Our efforts have crystallized into including a key performance indicator in our district strategic plan based on improving “sense of belonging” as measured by the research-based Panorama Surveys. This measure supports improving equitable access for all students for academic success and social emotional well-being.

Prioritizing community engagement with ample opportunities for community input was a critical need given the circumstances of the pandemic especially regarding our focal student groups and their families. The SIA requirements for ongoing community engagement enhanced our work in this area and the initial engagement work gave us a framework for further community engagement events for other purposes. In the most challenging of times given pandemic, fires, and ice storms, engagement of the community during 2019 for SIA development paved the way for further engagement in the face of these challenges.

# Salem Keizer School District 2020-21

## Annual Report Questions

4. Please share your professional assessment of what guided your choices and prioritization efforts in the first year of SIA implementation? What stands out? Anything important or surprising to report back or reflect on? How were key decisions on scaled down implementation made? What impacts, if any, are helpful to name in how you navigated through the last year, specifically as it relates to SIA implementation?

When we first convened the newly formed SIA Advisory Committee in August 2020, we engaged in prioritizing activities in which the committee members shared their perspectives on those activities that were most important to move forward given the reduced funding for SIA 20-21.

Through a process, the committee recommended prioritizing the following in descending order of priority:

- Increased Social Emotional Supports
- Diversifying Staff
- Community Connections
- Parent Training
- Closing Opportunity Gaps due to COVID
- Re-imagining School Discipline
- Translation and Interpretation Staff embedded in schools
- Expanding Dual Language

It was validating to note that the main concern of the committee matched the guidance from Oregon Department of Education and our district leadership. This primary concern in the early months of 20-21 was the social emotional well-being of students and families and concern about the learning loss and vulnerability of our students and families most at-risk.

Our initial SIA implementation activities involved hiring community engagement positions such as our Cultural Resource Specialist, Community School Outreach Coordinators, LGBTQ+ Liaison and Community Engagement Specialist. We prioritized the hiring of bilingual LatinX social workers and counselors to help meet the needs of families impacted by the pandemic. The employees in these positions directly supported students and families for access during Comprehensive Distance Learning, and, later, during hybrid learning in the Spring of 2020.

It was somewhat surprising that the biggest concern of the committee then turned to recruiting, hiring, and retention of staff that represent our focal groups – they were deeply concerned that we had not made adequate progress in this area and had probing questions and insightful considerations to share with district leadership. They recognized and articulated to the district the importance of representation of students by staff to permanently shift the culture district wide for the benefit of all students and, in particular, our students of color. The committee shared

**Salem Keizer School District  
2020-21**

**Annual Report Questions**

	<p>numerous ideas for improvement and wanted to dive deeply into multi-year data on our progress in this area.</p> <p>Towards the end of 20-21, as we began to engage the committee with plans to refine the original SIA strategies, the committee was very concerned with “sense of belonging”, school discipline and the need for restorative practices, and continued expansion of supports for social emotional health. This concern began to be addressed through SIA funded activities such as our School Safety and Re-imagining School Discipline work.</p> <p>Addressing academic gaps from the effects of pandemic closures and the distance learning model were a priority for the committee, as well. We were able to articulate to the committee the alignment of ESSER III Unfinished Learning funds with SIA Strategies to ensure that we were addressing community concerns in this regard as we returned to in-person learning in 21-22.</p> <p>The impact of engaging with the SIA Advisory Committee during the early implementation phase of our adjusted SIA plan helped us to have a vision of what was needed that aligned with the broader community vision of what was needed given the unique and challenging circumstances of the 20-21 school year.</p>
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## Salem Keizer School District 2020-21

5. (Optional) [SIA Progress Markers](#) offer a way to identify early impacts from the investments and strategies SIA grantees are pursuing. While not required, please consider charting your assessment of the significance of the kinds of changes you think happened for these progress markers during the last year as a result or through some contribution of SIA funding or planning processes.

Significance of Progress Marker Changes	No Change	Low	Medium	High	Very High
<i>Expect to See</i>					
Every school recognizes and honors the strengths that educators, students and their families bring to the educational experience through active and consistent community engagement.				X	
An equity lens is in place, adopted, and woven through all policies, procedures and practices.			X		
Data teams are forming, and they frequently review data that inform a school's decision-making processes, including barriers to engagement and attendance.				X	
Schools and districts have an inventory of literacy assessments, tools, and curriculum being used.					X
Increased communication exists between educators and families about student growth, literacy trajectory, areas for improvement, and individualized supports are provided.			X		
Schools and districts co-develop and communicate a shared understanding (among educators, students, families and community members) of what it means to be on track by the end of the 9th Grade.			X		

**Salem Keizer School District  
2020-21**

Significance of Progress Marker Changes	No Change	Low	Medium	High	Very High
<i>Like to See</i>					
Every school has effective foundational learning practices in place including safe, welcoming classroom environments, social-emotional learning, trauma-informed practices, behavioral supports, and culturally sustaining practices.			X		
Educators use student-centered approaches to foster student voice, reinforce student engagement and motivation, and increase academic achievement.			X		
Dedicated time for professional learning and evaluation tools are in place to see if policies/procedures are adequately meeting the needs of students.		X			
Comprehensive literacy strategies, including professional development plans for educators, are documented and communicated to staff, students (developmentally appropriate), and families.		X			
An audit of 9th grade course scheduling is conducted, accounting for student core and support course placement, and disaggregated by student focal groups.	X				
Schools strengthen partnerships with active community organizations and partners, including local public health, businesses, faith communities, tribal leaders, and others.			X		



**Salem Keizer School District  
2020-21**

Significance of Progress Marker Changes	No Change	Low	Medium	High	Very High
<i>Love to See</i>					
Educators have a balanced assessment system in place to help them identify student learning in the areas of reading, writing, research, speaking, and listening that are clearly connected to Oregon's English Language Arts and Literacy Standards.				X	
School districts have a process to identify and analyze the barriers that disconnect students from their educational goals and/or impede students from graduating on time.		X			
Students have avenues to share and communicate their dreams and aspirations at all levels, including a clear picture of the contributions and next steps they plan to take after they graduate from high school.		X			

**NATIVE AMERICAN HERITAGE MONTH  
PROCLAMATION**

**Background/Discussion**

The Native American Heritage Month Proclamation for November 2021 recognizes the role Indigenous people played in our country's history while celebrating the more than 1,800 students in Salem-Keizer Public Schools who identify as Alaska Natives or Native American. Native American Heritage Month is recognized nationally in the month of November.

**Recommendation/Board Action**

It is requested the board approve the Native American Heritage Month Proclamation.



## NATIVE AMERICAN HERITAGE MONTH PROCLAMATION

**WHEREAS** Salem-Keizer Public Schools recognizes that the Indigenous Peoples were the original occupants of lands that would later become known as the Americas; and

**WHEREAS** as the First Americans, Native Americans, and Alaska Natives have helped shape the future of Oregon and the United States through every turn of our history; and

**WHEREAS** SKPS Native Education Program provides services for Native American and Alaska Native students, such as academic coaching, college and scholarship information, the Native Education Graduation Celebration, monthly meetings for parents, and a culturally based academic summer program; and

**WHEREAS** more than 1,800 students in SKPS identify as Alaska Natives or Native American; and

**WHEREAS** we serve ALL Native students and recognize their cultural heritage; and

**WHEREAS** Native Americans and Alaska Natives have moving stories of tragedy, triumph, and perseverance that need to be shared with future generations; and

**WHEREAS** in 2017, the Oregon Legislature enacted Senate Bill (SB) 13, now known as Tribal History/Shared History, for the implementation of curriculum about Indigenous peoples, and Salem-Keizer curriculum includes the nine “Essential Understandings of Native Americans in Oregon”: Since Time Immemorial; Sovereignty; Tribal Government; Lifeways; Treaties with the United States; Genocide, Federal Policy, and Laws; Language, Identity, and History; and

**WHEREAS** our community is better because of the diversity of our population; and

**WHEREAS** inclusion is a core value of our district, and the school board has a responsibility to oppose the systematic racism toward Indigenous people in Oregon and the United States, which perpetuates high rates of poverty and income inequality, exacerbating disproportionate health, education, and social crises; and

**WHEREAS** the school board promotes closing the equity and attendance gaps for Native Americans and Alaska Natives through policies and practices that reflect the experiences of Indigenous Peoples and ensure greater access and opportunity and honor our country’s indigenous roots, history, and contributions; and

**WHEREAS** President Joseph R. Biden Jr. delivered the Presidential Proclamation naming October 11, 2021, Indigenous Peoples’ Day to be celebrated with appropriate ceremonies and activities; and

**WHEREAS** in 2021, Oregon became the 11<sup>th</sup> state to pass legislation renaming the second Monday in October Indigenous Peoples’ Day, no longer formally recognizing it as Columbus Day; and

**WHEREAS** Salem-Keizer Public Schools recognizes the need to unlearn Columbus Day myths and teach the truths in history that Indigenous Peoples have populated these lands for tens of thousands of years; and

**WHEREAS** the school board commits to creating successful educational outcomes and ensuring a safe and welcoming environment to include the way minoritized students are disciplined, for our Native American, Alaska Native, and Indigenous students;

**NOW, THEREFORE**, the Salem-Keizer Public Schools Board of Directors proclaims November 2021 to be Native American Heritage Month and encourages all members of our community to join in celebrating our Native American, Alaska Native, and Indigenous students and families.

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Oswaldo F. Avila, Chairperson, Board of Directors  
Salem-Keizer Public Schools

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Date

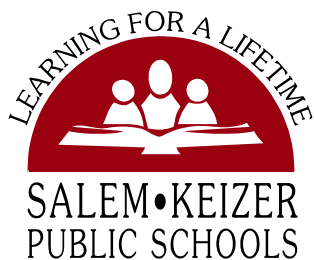
**NATIONAL EDUCATION SUPPORT PROFESSIONALS DAY  
PROCLAMATION**

**Background/Discussion**

Each year, the school board votes to approve the National Education Support Professionals Day Proclamation in recognition of the valuable work our support professionals provide for our district. This year, National Education Support Professionals Day is observed Wednesday, November 17, 2021.

**Recommendation/Board Action**

It is requested the board approve the National Education Support Professionals Day Proclamation.



**NATIONAL EDUCATION SUPPORT PROFESSIONALS DAY  
PROCLAMATION**

**WHEREAS** public schools are the backbone of our republic, providing young people with the tools they need to maintain our nation's precious values of freedom, civility, and equality; and

**WHEREAS** education support professionals are an integral part of the education process; and

**WHEREAS** education support professionals manage offices, provide custodial and maintenance services, prepare healthy meals for our students, provide health and student services, keep our schools safe, drive our buses, and support students and classrooms as instructional assistants; and

**WHEREAS** the 2021-22 school year began and students returned to full-time, in-person instruction for the first time in 15 months, our education support professionals have been steadfast in their commitment to supporting the education and well-being of our students in countless ways through their work both inside and outside of the classroom; and

**WHEREAS** education support professionals have learned new technologies, performed different tasks, and stepped up to new levels of caring for our students; and

**WHEREAS** we know that the safety of our schools and our students and the academic engagement of our students could not be accomplished without our education support professionals as our frontline staff, which has become more evident in a pandemic and as students returned to full-time in-person instruction this school year; and

**WHEREAS** approximately 41,000 Salem-Keizer Public Schools students rely on education support professionals for registration, transportation, meals, health and safety; and

**WHEREAS** our district could not operate on any given day without over 2,660 support professionals; and

**WHEREAS** education support professionals work tirelessly to serve our children and communities with care and professionalism;

**NOW, THEREFORE**, the Salem-Keizer Public Schools Board of Directors hereby proclaims Wednesday, November 17, 2021, as National Education Support Professionals Day and urges that we observe this day by taking time to recognize and acknowledge the importance of education support professionals in our public schools.

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Oswaldo F. Avila, Chairperson  
Salem-Keizer Public Schools Board of Directors

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Date

**RESOLUTION NO. 202122-3  
ADOPTING SUPPLEMENTAL BUDGET AND MAKING APPROPRIATIONS  
FOR THE FISCAL YEAR 2021-22**

**Background/Discussion**

In accordance with the Oregon Revised Statutes (ORS) 294.463, 294.471, and 294.473, a supplemental budget modifies the adopted budget and must be approved by the school board. A supplemental budget must be adopted before any expenditure exceeds existing appropriations, be only for the current fiscal year, and must not increase tax levy. Additionally, a supplemental budget is used to increase or decrease appropriations, create new appropriation categories, create new funds, and/or make contingency transfers in excess of the 15% limit.

**Revenues**

The 2021-22 General Fund budget was built based on \$9.4 billion State School Fund Revenue. SKPS is adjusting expected State School Fund revenue to the approved \$9.3 billion. The Emergency Connectivity Fund (ECF) will provide funds to support technology purchases and connectivity.

**Expenditures**

Appropriations have been increased for cost-of-living adjustment (COLA) and health insurance contribution. In addition, the Oregon Paid Family Medical Leave Insurance (PFMLI) estimated district contribution costs have been removed due to the postponement of implementation. Technology expenditures for ECF will include Chromebooks, hot spots, teacher computers and other technology supports. While some devices are 100% reimbursed the district will need to purchase them and await reimbursement.

Resolution No. 202122-3 adjusts the revenue and appropriation categories based on information that was not available at the time the budget was adopted.

**Recommendation/Board Action**

Staff recommends the Board adopt Resolution No. 202122-3: Adopting Supplemental Budget and Making Appropriations for the Fiscal Year 2021-22.

**RESOLUTION NO. 202122-3  
ADOPTING SUPPLEMENTAL BUDGET AND MAKING APPROPRIATIONS  
FOR THE FISCAL YEAR 2021-22**

**RESOLUTION ADOPTING SUPPLEMENTAL BUDGET**

BE IT RESOLVED that the Board of Directors of the Salem-Keizer Public Schools 24J/32, Marion/Polk Counties, Oregon hereby adopts a supplemental budget for the fiscal year 2021-22 pursuant to ORS 294.471.

**RESOLUTION MAKING APPROPRIATIONS**

BE IT RESOLVED that the amounts shown below are needed due to additional general fund revenue and for the purposes shown:

<b>SUMMARY OF PROPOSED BUDGET CHANGES</b>							
AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED							
<b>General Fund</b>							
<b>Resource</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>	<b>Requirement</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>
State Sources	\$ 375,972,408	\$ (3,300,000)	\$ 372,672,408	Instruction	\$ 326,207,534	\$ 29,799,725	\$ 356,007,259
Federal Sources	140,000	21,000,000	21,140,000	Support	224,855,970	4,619,836	229,475,806
				Contingency	36,515,505	(16,719,561)	19,795,944
<b>Revised Total Fund Resources</b>			<b>\$ 608,920,411</b>	<b>Revised Total Fund Requirements</b>			<b>\$ 608,920,411</b>

State Sources of resources have been adjusted to reflect the approved State School Fund revenue of \$9.3 billion. The district's adopted General Fund budget was based on an assumed \$9.4 billion State School Fund revenue. This results in a decrease of \$3.3 million in expected revenue.

Federal Sources of resources and Instruction requirements have been increased by \$21 million to allow for the new Emergency Connectivity Fund expenditures and reimbursement revenue.

The remaining requirement changes reflect the implementation of increases for cost-of-living adjustment (COLA), health insurance contribution and the payroll costs associated with these changes. In addition, district contribution costs for the Oregon Paid Family Medical Leave Insurance (PFMLI) have been removed from the 2021-22 budget requirements due to the postponement of implementation.

The above resolution statements were approved and declared adopted on this 9<sup>th</sup> day of November 2021.

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Oswaldo F. Avila, Board of Directors Chairperson  
Salem-Keizer Public Schools

**APPROVAL OF GRANT ACCEPTANCE**

**Background/Discussion**

Grant funds for special projects, which are consistent with district goals and objectives, are recognized as desirable funding sources. Each year millions of dollars in grant fund budgets are submitted to the school board for approval.

**GF022 Carl Perkins**

**Secondary Education/CTE**

Grant funds are used by all state approved CTE programs at the high school level. These dollars support professional development, startup program equipment, technology advancements, recruit/retain efforts, and work-based learning.

Funding Breakdown:		\$450,488
Instruction	\$61,895	
Support Services	\$388,593	
Funding Source:		
ODE		

**GOS22 Outdoor School**

**Curriculum**

Outdoor School (ODS) gives students an opportunity to experience the outdoors through a hands-on activity. ODS develops critical thinking, has been shown to increase achievement and comprehension in math and science, and helps keep students positively engaged.

Funding Breakdown:		\$1,139,550
Instruction	\$1,139,550	
Funding Source:		
OSU Extension Service		

**Recommendation/Board Action**

Staff recommends the board approve the grant/contract budgets and authorize the chief operations officer or designee to enter into a contract with the organizations in the above listed grant/contract awards. Additionally, the board is requested to authorize an inter-fund loan if necessary from the General Fund to the Special Revenue Fund for the period between program expenditures and the receipt of program reimbursement. Money so loaned will be returned to the General Fund.



**PERSONNEL ACTIONS**

**Licensed Actions**

<b>Last</b>	<b>First</b>	<b>Location</b>	<b>Start Date</b>	<b>End Date</b>	<b>Status</b>
Holt	Alida	Chavez Elementary	10/20/21	6/17/22	Temporary part-time
Lethe	Laura	Curriculum & Instruction	1/3/22	6/17/22	Temporary part-time
Mobley-Oorthuys	Marjorie	North Salem High School	1/3/22	6/17/22	Temporary part-time
Smarr	Jason	Hoover Elementary	10/11/21	6/17/22	Temporary part-time
Smith	Lowell	Student Services	11/1/21	1/26/22	Temporary part-time

<b>Last</b>	<b>First</b>	<b>Location</b>	<b>Start Date</b>	<b>End Date</b>	<b>Status</b>
Brown	Jacob	McKinley Elementary / Morningside Elementary	9/27/21	11/23/21	Temporary full-time
Compton	Nathaniel	Music Curriculum	10/19/21	6/17/22	Temporary full-time
Corcoran	Joseph	CTEC	11/2/21	6/17/22	Temporary full-time
Davis	Justin	Student Services	11/8/21	6/17/22	Temporary full-time
Fitzsimmons	Victoria	Englewood Elementary	10/8/21	6/17/22	Temporary full-time
Greaves	Laura	Sumpter Elementary	10/11/21	11/22/21	Temporary full-time
Jones	Colleen	Curriculum & Instruction	12/1/21	6/17/22	Temporary full-time
Lowen	Denise	Myers Elementary	10/8/21	11/16/21	Temporary full-time
Rediger	Nathan	Brush College Elementary	10/13/21	6/17/22	Temporary full-time
Weaver	Christopher	Straub Middle School	10/18/21	6/17/22	Temporary full-time
Wetzel	Sheryl	Kennedy Elementary	1/24/22	4/1/22	Temporary full-time
Wilson	Jennifer	Richmond Elementary	10/25/21	11/15/21	Temporary full-time
Zabala	Jeshua	Bush Elementary	10/18/21	6/17/22	Temporary full-time

<b>Last</b>	<b>First</b>	<b>Location</b>	<b>Start Date</b>	<b>End Date</b>	<b>Status</b>
Ahlquist	Erin	Early Childhood Education	11/9/21	6/17/22	First year probation full-time
Barks	Haley	Houck Middle School	11/1/21	6/17/22	First year probation full-time
Carroll	Sheryl	Student Services	8/30/22	6/16/23	First year probation full-time
Licea Correa	Elim	Human Resources	11/8/21	6/17/22	First year probation full-time
Martinez	Mireille	Human Resources	11/1/21	6/17/22	First year probation full-time
McVey	Steven	Houck Middle School	10/13/21	6/17/22	First year probation full-time
Phillips	Sarah	Leslie Middle School	11/1/201	6/17/22	First year probation full-time
Robinson	Trevor	Leslie Middle School	11/1/21	6/17/22	First year probation full-time
Rose-Arias	Amanda	Waldo Middle School	8/31/21	6/17/22	First year probation full-time
Shermer	Adria	Student Services	11/8/21	6/17/22	First year probation full-time
Thomas	Russell	CTEC	10/26/21	6/17/22	First year probation full-time
Thomson	Katelyn	Miller Elementary	1/3/22	6/17/22	First year probation full-time

**Adminstrator**

<b>Last</b>	<b>First</b>	<b>Location</b>	<b>Start Date</b>	<b>End Date</b>	<b>Status</b>
Etchemendy	Gary	Englewood Elementary	1/3/22	6/29/22	Temporary full-time
Richardson	Cynthia	Office of Student Equity, Access and Advancement	11/1/21	6/30/22	Temporary full-time
Riddell	Tessie	Sprague High School	11/15/21	6/29/22	Temporary full-time
Tavares	Heidi	McNary High School	11/2/21	6/29/22	First year probation full-time

**Resignation**

<b>Last</b>	<b>First</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Action</b>
Boynay	Tanya	Crossler Middle School	11/5/21	Resignation
Breitenstein	Amanda	Chapman Hill Elementary	10/14/21	Resignation
Brooks	Valerie	Stephens Middle School	12/3/21	Resignation

## PERSONNEL ACTIONS

Castillo	Erika	Hayesville Elementary / Richmond Elementary	10/29/21	Resignation
Crow-Kinney	Andrea	Crossler Middle School	10/12/21	Resignation
Duerst	B. Sophia	Liberty Elementary	11/5/21	Resignation
Estep	Kaitria	Yoshikai Elementary	12/30/21	Resignation
Fuller	Julie	Richmond Elementary	12/17/21	Resignation
Hergert	Erica	North Salem High School	11/19/21	Resignation
LaMagna-Gerig	Ian	Sumpter Elementary	10/29/21	Resignation
Lowman	Mary Katelyn	Stephens Middle School	12/27/21	Resignation
Nickless	Mary Jo	Richmond Elementary	11/19/21	Resignation
Parras	Michael	Houck Middle School	12/28/21	Resignation
Plotts	David	Waldo Middle School	1/1/22	Resignation
Strunk	Andrew	McKay High School	10/27/21	Resignation
Wagner	James	North Salem High School	10/6/21	Resignation
Waldron	Caitlin	Scott Elementary	12/14/21	Resignation
Wilson	Jennifer	Student Services	10/15/21	Resignation
Wolfe	Michael	Financial Services	12/31/21	Resignation

### Retirement

Last	First	Location	Eff. Date	Action
Etchemendy	Gary	Englewood Elementary	12/31/21	Retirement
Harland	Stephen	Liberty Elementary	12/31/21	Retirement
Jones	Colleen	Curriculum & Instruction	11/30/21	Retirement
Lethe	Laura	Curriculum & Instruction	12/31/21	Retirement
Mobley-Oorthuys	Marjorie	North Salem High School	12/31/21	Retirement
Richardson	Cynthia	Office of Student Equity, Access and Advancement	10/31/21	Retirement

Change of status of Nancy Ingerson, German/English Language Arts at West Salem High School, from contract full-time to contract part-time; effective 8/31/2021

**ANNUAL RESOLUTIONS GRANTING FISCAL AUTHORITY FOR  
2021-22 FISCAL YEAR  
INTERIM REVISION FOR 2021-22 FISCAL YEAR**

**Background/Discussion**

Oregon Revised Statutes (ORS) and District practice require that certain areas of fiscal authority be delegated on an annual basis. This process allows the school board to review the resolutions that will be in effect for the forthcoming fiscal year.

These resolutions are renewed annually to allow for the continued operation of district business. The school board is given the opportunity to review the delegation of authority, ask questions, and make changes where appropriate. Some of the resolutions, such as appointment and authorization for the Custodian(s) of Funds, etc., are required by statute, while others are submitted as a matter of practice.

These resolutions for fiscal year 2021-22 were adopted at the June 15, 2021, board meeting as Resolutions No. 202021-5 through 202021-10. The retirement of the Chief Operations Officer (COO) requires the modification of the fiscal authority resolutions to effect a smooth and uninterrupted transition for district operations. Modifications are reflected in new Resolutions No. 202122-4 through 202122-9, respectively. The delegated authority outlined in the resolutions is on an interim basis.

The position of Budget Officer has typically been delegated to the COO. Another interim step to help ensure a seamless transition is for the Superintendent to assume the role of the Budget Officer. SKPS has strong leadership in the department of Budget & Financial Services with extensive experience in the budget development process.

**Recommendation/Board Action**

The school board is requested to approve the following resolutions, which are included as attachments:

1. Designating Custodian(s) of Funds, Authorizing Use of Facsimile Signature, Granting of Investment Authority and Establishing Surety Bond Limits
2. Designating Appointment of Budget Officer
3. Delegating Contracting and Purchasing Authority
4. Loaning from One Fund to Another; Commingling Cash Balances of Fund
5. Designating Appointment of District School Clerk & Deputy District School Clerk
6. Designating Grant Application Signature Authority

**RESOLUTION NO. 202122-4**

**Revised from  
RESOLUTION NO. 202021-5  
Adopted June 15, 2021**

**DESIGNATING CUSTODIAN(S) OF FUNDS, AUTHORIZING USE OF FACSIMILE SIGNATURE,  
GRANTING OF INVESTMENT AUTHORITY, AND ESTABLISHING SURETY BOND LIMITS**

**WHEREAS** Oregon Revised Statutes 294.805 – 294.895 and (ORS) 328.441 define and require, respectively, that the District School Board designate the Custodian(s) of Funds; and the depository of such funds; and

**WHEREAS** ORS 294.120 and 328.445 subsection (1) require that the District School Board approve the use of the custodian’s facsimile signature; and

**WHEREAS** ORS 294.035 through 294.048, 294.125 through 294.155, 294.805 through 294.895 and Chapter 295 specifically identify investment procedures for surplus funds of political subdivisions; and

**WHEREAS** ORS 328.255 subsection (2) allows an option as to the holder of bond proceeds; and

**WHEREAS** ORS 332.525 requires the Custodian(s) of Funds and the District School Clerk to be bonded in an amount as determined by law and by the District School Board;

**BE IT RESOLVED** that effective immediately for the fiscal year 2021-22:

1. All prior resolutions designating the Custodians of Funds, authorizing the use of a facsimile signature and providing investment authority, except as hereinafter provided, are hereby rescinded.
2. Sarah Head, Director of Budget and Financial Services, and Katie Titus, Financial Services Manager, of School District No. 24J/32, Marion and Polk Counties, Oregon, are hereby designated as the Custodians of School District Funds in accordance with the provisions set forth in ORS 328.441.
3. The use of a facsimile signature by Sarah Head, Director of Budget and Financial Services, and Katie Titus, Financial Services Manager, of School District No. 24J/32, Marion and Polk Counties, Oregon, is hereby authorized to comply with the provisions of ORS 294.120 and ORS 328.445 subsection (1).
4. The Chief Operations Officer, Director of Budget and Financial Services, or designee are hereby authorized to invest monies belonging to the School District, in compliance with ORS 294.035 through 294.048, 294.125 through 294.155, 294.805 through 294.895 and Chapter 295, and the District’s Code of Policy and Rules – Investment of Funds FIS-A002 and FIS-P009.
5. The Chief Operations Officer, Director of Budget and Financial Services, or the Financial Services Manager are hereby authorized to hold and invest bond proceeds for the School District in accordance with the provisions set forth in ORS 328.255 subsection (2) and Chapters 294 and 295 regarding investments.
6. The Chief Operations Office, Director of Budget and Financial Services, or the Financial Services Manager are authorized to open and close bank accounts in accordance with ORS 328.441 (2).
7. The Chief Operations Officer, Director of Budget and Financial Services, or the Financial Services Manager are authorized to secure short-term loans with the approval of the District School Board under the provisions of ORS 294.048 when funds invested under ORS 294.035 are needed to meet short-term cash needs and the liquidation of those investments would result in a loss or penalty to the School District if liquidated prior to maturity.
8. The Custodians of Funds are bonded for not less than \$500,000 in compliance with the provisions set forth in ORS 332.525.
9. The District School Clerk is bonded for not less than \$500,000 in compliance with the provisions set forth in ORS 332.525.

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Oswaldo F. Avila, Chairperson, Board of Directors  
Salem-Keizer Public Schools

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Date

**RESOLUTION NO. 202122-5**

**Revised from  
RESOLUTION NO. 202021-6  
Adopted June 15, 2021  
DESIGNATING APPOINTMENT OF BUDGET OFFICER**

**WHEREAS** Oregon Revised Statute (ORS) 294.331 states:

*The governing body of each municipal corporation shall, unless otherwise provided by county or city charter, designate one person to serve as budget officer. The budget officer, or the person or department designated by charter and acting as budget officer, shall prepare or supervise the preparation of the budget document. The budget officer shall act under the direction of the executive officer of the municipal corporation, or where no executive officer exists, under the direction of the governing body;*

**NOW, THEREFORE, BE IT RESOLVED** that effective immediately for the fiscal year 2021-22, the Superintendent is hereby appointed Budget Officer and will work directly with the Director of Budget and Financial Services in the budget development process. The Budget Officer will oversee the assembly and preparation of the School District's budget document in accordance with the provisions of ORS Chapter 294 dealing with Local Budget Law.

\_\_\_\_\_  
Osvaldo F. Avila, Chairperson, Board of Directors  
Salem-Keizer Public Schools

\_\_\_\_\_  
Date

**RESOLUTION NO. 202122-6**

**Revised from  
RESOLUTION NO. 202021-7  
Adopted June 15, 2021**

**DELEGATING CONTRACTING AND PURCHASING AUTHORITY**

**WHEREAS** Oregon Revised Statute (ORS) 332.075(2) and (3) establish the power and responsibilities of the School Board for School District No. 24J/32, Marion and Polk Counties, Oregon, relating to the approval of contracts, as stated in subsections 2:

*All contracts of the school district must be approved by the district school board before an order can be drawn for payment. If a contract is made without the authority of the district school board, the individual making such contract shall be personally liable; and*

**WHEREAS** the District School Board deems it desirable to establish regulations and procedures to expedite the approval of allowable contracts and agreements as specified in ORS 332.075(3):

*Notwithstanding subsection (2) of this section, a district school board may, by resolution or policy, authorize its superintendent or the superintendent's designee to enter into and approve payment on contracts for products, materials, supplies, capital outlay, equipment and services that are within appropriations made by the district school board pursuant to ORS 294.456 (Governing body to adopt budget, make appropriations, declare and categorize property tax amounts or rate);*

**NOW, THEREFORE, BE IT RESOLVED** that effective immediately for the fiscal year 2021-22:

1. The Board of Directors authorizes the Superintendent or Superintendent's designee to solicit, approve, and execute contracts and agreements that are reserved for Board approval under the District's Code of Policy and Rules – Public Contracting/Purchasing PUR-A001, including construction contracts and minor property transactions necessary for construction projects and improvements on school sites, such as land dedications and grants of easements.
2. The School Board appoints the Superintendent, Chief Operations Officer, Director of Budget and Financial Services, or their designee as contracting officers for the District and authorizes these contracting officers to solicit and execute contracts for the School Board and related property transactions set forth above.

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Oswaldo F. Avila, Chairperson, Board of Directors  
Salem-Keizer Public School

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Date

**RESOLUTION NO. 202122-7**

**Revised from  
RESOLUTION NO. 202021-8  
Adopted June 15, 2021**

**LOANING FROM ONE FUND TO ANOTHER; COMMINGLING CASH BALANCES OF FUND**

**WHEREAS** Oregon Revised Statute (ORS) 294.468, subsections (1) and (4) state, respectively:

*It shall be lawful to loan money from any fund to any other fund of a municipal corporation whenever the loan is authorized by official resolution or ordinance of the governing body. The loans shall be made in compliance with the applicable requirements and limitations of this section; and*

*It shall be lawful to commingle cash balances of funds so long as all such fund moneys are segregated in the budget and accounting records; and*

**WHEREAS** the District School Board deems it desirable to commingle cash balances for effective cash management and desirable to establish regulations and procedures on interfund borrowing as specified and allowed in ORS 294.468;

**NOW, THEREFORE, BE IT RESOLVED** that for the fiscal year 2021-22:

1. Authorization is given to the Chief Operations Officer and Director of Budget and Financial Services to commingle cash balances of funds so long as all such fund moneys are segregated in the budget and accounting records.
2. Authorization is given to the Chief Operations Officer and Director of Budget and Financial Services to loan money from any fund to any other fund. Such loans shall not be made from funds created to account for moneys needed to make annual debt service payments and only for the purposes of meeting the cash flow needs of any given fund.
3. Authorization is given for the posting of interest expense and interest income to the borrowing and loaning fund at the average monthly rate of earning of the District-wide pool, performed on a quarterly basis.
4. Depending on the type of interfund loan, all funds borrowed shall be repaid as required and as specified under ORS 294.468.

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Oswaldo F. Avila, Chairperson, Board of Directors  
Salem-Keizer Public Schools

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Date

**RESOLUTION NO. 202122-8**

**Revised from  
RESOLUTION NO. 202021-9  
Adopted June 15, 2021**

**DESIGNATING APPOINTMENT OF DISTRICT SCHOOL CLERK  
AND DEPUTY DISTRICT SCHOOL CLERK(S)**

**WHEREAS** Oregon Revised Statute (ORS) 332.515 states:

*The district school board shall designate the chief administrative officer of the district as district school clerk, but if there is no such officer the board shall designate an individual to perform the function. The board may appoint qualified persons as deputies to the chief administrative officer in performing the duties required of the district school clerk by law or by the board;*

**NOW, THEREFORE, BE IT RESOLVED** that for the fiscal year 2021-22, Christy Perry, Superintendent of School District No. 24J/32, Marion and Polk Counties, Oregon, is hereby appointed District School Clerk in accordance with the provisions set forth in ORS 332.515.

**BE IT ALSO RESOLVED** that effective immediately for the fiscal year 2021-22, Sarah Head, Director of Budget and Financial Services of School District No. 24J/32, Marion and Polk Counties, Oregon, is hereby appointed Deputy District School Clerk in accordance with the provisions set forth in ORS 332.515.

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Osvaldo F. Avila, Chairperson, Board of Directors  
Salem-Keizer Public Schools

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Date



**RESOLUTION NO. 202122-9**

**Revised from  
RESOLUTION NO. 202021-10  
Adopted June 15, 2021**

**DESIGNATING GRANT APPLICATION SIGNATURE AUTHORITY**

**WHEREAS** the District’s Code of Policy and Rules – Grants: Application and Receipt FIS-P014 sets parameters for grant application signing authority in section 3.5.7, specifying that “The Superintendent, Assistant Superintendents, Chief Operations Officer, Director of Budget and Financial Services, and when required by the granting agency, the Chairperson of the School Board, are authorized to sign grant applications for submittal on behalf of the District”;

**NOW, THEREFORE, BE IT RESOLVED** that effective immediately for the fiscal year 2021-22, the Superintendent, Assistant Superintendent, Chief Operations Officer, Director of Budget and Financial Services, Executive Director of Human Resources, and the Chairperson of the School Board are hereby appointed the School District’s authorized representatives to sign grant applications.

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Oswaldo F. Avila, Chairperson, Board of Directors  
Salem-Keizer Public Schools

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Date

**APPROVE ACCEPTANCE OF LESTER & MARYLOU GREEN DONATION  
AND AUTHORIZE DISTRICT TO ACCEPT DONATION**

**Background/Discussion**

Pioneer Trust Bank has contacted the district regarding final disbursement of the Lester & MaryLou Green Charitable Trust (donation). The district is named as a 60% share to be used exclusively for the benefit of McKay High School. Before settlement fees and costs to distribute, the approximate value of the donation is \$360,000.

Pioneer Trust Bank requires board approval of acceptance of the final disbursement of the Lester & MaryLou Green Charitable Trust.

**Recommendation/Board Action**

Staff recommends that the board approve acceptance of the Lester & MaryLou Green donation and authorize the district to take all necessary steps to complete acceptance of the donation.



# PIONEER TRUST BANK

*Trust and Investment Services*

July 16, 2021

Salem-Keizer School District  
PO Box 12024  
Salem, OR 97309-0024

Re: 11567400 – Lester & MaryLou Green Charitable Unitrust

Ladies and Gentlemen:

Pioneer Trust Bank, N.A., was recently notified of Lester Green’s death. Based on this event, we will now be distributing assets in accordance with the Green Unitrust dispositive provisions. Pursuant to Article 2(E), Payment of Remainder, of the Green Unitrust dated May 11, 1994, as amended, once the surviving trust maker dies the trust will terminate unto the charities listed on Schedule B. Your share of the disposition from Schedule B is as follows:

<u>Charity</u>	<u>Share</u>
Salem-Keizer School District	60%
To be used exclusively for the benefit of McKay High School	

As we do prior to making each trust distribution, we request updated information from you as beneficiary prior to completing it. Please find enclosed a W9, Beneficiary Acknowledgement and Certificate of Incumbency. Please complete, sign and return these forms as soon as possible, utilizing a notary for the Acknowledgment form. The Incumbency form identifies the authorized signers to transact on behalf of the charity. Please be sure to have an authorized signer and a separate witness execute the Certificate of Incumbency. Should you have any questions concerning these forms, please contact me as soon as possible.

In addition to the above forms, we require a copy of documents which show your charitable (501c3) exemption status, as well as a resolution from your board accepting the distribution and conditions of the distribution listed above. A sample form titled Resolution for your organization is enclosed. Also enclosed is a required Patriot Act Notice, a current fee schedule and the Uniform Trust Code Notice for your records.

We look to distribute funds as soon as administratively possible upon the return of all beneficiary forms. Please feel free to contact me or my assistant Sarah Bevilacqua should any questions arise.

Sincerely,

Michael Pettyjohn, CTFA  
AVP & Trust Officer  
(503) 480-1935  
[mpettyjohn@pioneertrustbank.com](mailto:mpettyjohn@pioneertrustbank.com)

Enclosures

JUL 28 '21 AM 9:40

**BENEFICIARY ACKNOWLEDGEMENT**

In order that we may receive a final distribution of Trust income and/or assets owed to us pursuant to the terms of the *Lester & MaryLou Green Unitrust*, with Pioneer Trust Bank, N.A., serving as Trustee, we acknowledge and agree to the following statements and terms:

1. We have not filed bankruptcy within the last 180 days from the date we are signing this document;
2. We will notify the Trustee if we file for bankruptcy in the future, should we be a current Trust beneficiary at the time of our bankruptcy filing;
3. We hereby release the Trustee from liability pursuant to the terms of Oregon Revised Statute 130.730(3); and
4. We understand that the Trustee may reclaim any trust property or income distributed to us pursuant to the terms of Oregon Revised Statutes 130.640 and 130.725(5) if after-discovered claims or expenses are properly presented to the Trust and are paid by the Trustee in order to protect the Trust.
5. We understand that it is our responsibility to read the statutes referenced above, should we wish to do so. By our signature below, we confirm our understanding of the above statements, and agree to accept a final distribution from the Trust at this time.

Signed:

Authorized Signer

By: \_\_\_\_\_  
 Salem-Keizer School District, Beneficiary Date

STATE OF \_\_\_\_\_ )  
 ) ss.  
 County of \_\_\_\_\_ )

On this \_\_\_\_ day of \_\_\_\_\_, 2021, before me personally appeared \_\_\_\_\_, who being duly sworn (or affirmed) did say that he/she is the \_\_\_\_\_, of Salem-Keizer School District and that the foregoing instrument was signed on behalf of Salem-Keizer School District by authority of its board of directors, and he/she acknowledged said instrument to be its voluntary act and deed.

\_\_\_\_\_  
 NOTARY PUBLIC for the State of \_\_\_\_\_  
 My Commission Expires: \_\_\_\_\_

**OREGON SCHOOL BOARDS ASSOCIATION  
BOARD OF DIRECTORS**

**Background/Discussion**

The Salem-Keizer School Board is a member of the Oregon School Boards Association (OSBA), identified as part of the Marion County region, positions 11 and 12. OSBA serves Oregon public school boards in a multitude of areas. For information on services OSBA provides, visit their website: <https://www.osba.org/>

As a member of OSBA, the SKPS Board of Directors votes on candidates to the OSBA Board of Directors. This year the following candidates are up for election, running unopposed:

- Anthony Medina, from Woodburn School District Board of Directors: OSBA Board of Directors, Position 11, Marion County Region, *one*-year term
- Melissa LaCrosse, from Jefferson School District board of Directors: OSBA Board of Directors, Position 12, Marion County Region, two-year term

**Recommendation/Board Action**

Approve Anthony Medina and Melissa LaCrosse as Salem-Keizer School Board's official ballot selections to Oregon School Boards Association (OSBA) Board of Directors, Marion County region, positions 11 and 12, respectively.

# NOMINATION FORM

## OSBA BOARD OF DIRECTORS

### REGIONAL MEMBER

Date: 10/1/2021

TO: Scott Rogers, OSBA President-Elect  
Oregon School Boards Association  
1201 Court St NE, #400  
Salem, OR 97301  
Fax: 503-588-2813  
E-mail: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)

**Nominations are due by 5 pm,  
October 1, 2021**

Return this form and all candidate information forms to the OSBA office by email at [OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to Oregon School Boards Association, 1201 Court St. NE, #400, Salem, OR 97301

Dear Scott Rogers:

With this letter, our board nominates the candidate named below to a position on the OSBA Board of Directors for the Marion Region, Position # 11.

### BOARD CANDIDATE INFORMATION

Name: Anthony Medina  
District/ESD/Community College: Woodburn  
Address: 1145 McKinley Street  
City: Woodburn Oregon ZIP: 97071  
E-mail: Anthony.medina@alumni.stanford.edu Phone: 503 710-5900

This nomination was approved by official action of our board of directors at a duly called meeting on 9/28/2021.  
(date)

*Anthony Medina*

(Board Chair signature)

Board Chair name: Anthony Medina  
District: Woodburn  
Address: 1390 Meridian Dr.  
City: Woodburn, Oregon ZIP: 97071

# CANDIDATE QUESTIONNAIRE

## OSBA Board of Directors

Name: Anthony Medina \_\_\_\_\_ Region: Marion \_\_\_\_\_

District/ESD/CC: Woodburn SD \_\_\_\_\_ Position #: 3 \_\_\_\_\_

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.

Anthony Medina

Name

10/1/2021

Date

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

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

The mission and goals of OSBA are to champion public education and support student success through advocacy, coalition building, advancing equitable outcomes, and positive organizational leadership strategies. OSBA's mission and goals should be fluid— an ever-evolving set of values and objectives that should be constantly be measured and re-evaluated.

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

Provide a voice for Marion County districts on a statewide level, advocate for expanding educational equity opportunities for students, and enhance the voice of support for recent investments in Oregon's public education system.

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.

Serve as Chair of the Woodburn School Board, which has had the highest percentage of students, teachers, and administrators of color in Oregon. Additionally, my lived experience as the first person in my family to graduate from high school, and later go on to receive a M.A. from Stanford University.

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

I. Responding to a global post-pandemic education system that disproportionately impacted low income, rural, and communities of color and that is responsive to community feedback, mindful of educational equity issues, and accountable to the values of the Student Success Act.

II. Advocating for educational opportunities and equitable outcomes for student

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

- I. Building upon conversations about how educational systems and structures respond to national trends, exercise best practices for student success, and navigate conversations with statewide educational partners and stakeholders.
- II. Access to post-secondary education ranging from Career and Technical Education (CTE) programs to a robust offerings of post-secondary opportunities.

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

Making myself open and available to dialog with county districts issues that are relevant to Marion County, acting as an informed board member about OSBA stances and initiatives, communicating with members when attending events, and being cognizant of the varying needs of distinctly different districts within the region.

**Deadline: October 1, 2021, 5 pm**



# CANDIDATE PERSONAL/PROFESSIONAL RESUME

## OSBA Board of Directors

Name: Anthony Medina \_\_\_\_\_ Date: 06/24/2021 \_\_\_\_\_

Address: 1145 McKinley Street \_\_\_\_\_

City / ZIP: Woodburn/ 97071 \_\_\_\_\_

Business phone: N/A \_\_\_\_\_

Residence phone: N/A \_\_\_\_\_

Cell phone: (503) 710-5900 \_\_\_\_\_

E-mail: Anthony.medina@alumni.stanford.edu \_\_\_\_\_

District/ESD/CC: Woodburn School District \_\_\_\_\_

Term expires: 2025 \_\_\_\_\_ Years on board: 4 \_\_\_\_\_

**Deadline: October 1, 2021, 5 pm**

Please send your picture (head shot). 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):

Chair, Woodburn School Board, 2020-21

Vice-Chair, Woodburn School Board, 2018-19, 2019-20

Founding member of the Oregon School Board Members of Color Caucus, 2017-18

Treasurer, Executive Board, Oregon School Board Members of Color Caucus, 2018-2020

OSBA/COSA Equity Workgroup, 2021

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

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

Employers: **Higher Education Coordinating Commission**

Dates: 2017-Present

Employers: **State of Oregon, Chief Financial Office, Budget and Management**

Dates: 2015-2017

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

High school: Gervais High School

College: Western Oregon University

Degrees earned: B.S. in Public Policy and Administration

College: Stanford University

Degrees earned: M.A. in Educational Leadership and Policy

Education honors and/or awards:

Valedictorian, Western Oregon University, Class of 2014

Who's Who Among U.S. Colleges and Universities, 2014

National TRiO Student of the Year (sole national recipient), 2013

Other applicable training or education:

- Public Policy Institute graduate, Stanford University 2014
- Studied at the Les Aspin Center for Government, 2013

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

- Congressional Intern, Congressman Peter DeFazio 2013

**Hobbies/special interests:**

- Father of three (ages 9, 3, and 2)
- Basketball enthusiast

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

National Association of Latino Elected Officials, 2019-Present

**Additional comments:**

**Deadline: October 1, 2021, 5 pm**

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

**NOMINATION FORM  
OSBA BOARD OF DIRECTORS  
REGIONAL MEMBER**

Date: 9/20/21

TO: Scott Rogers, OSBA President-Elect  
Oregon School Boards Association  
1201 Court St NE, #400  
Salem, OR 97301  
Fax: 503-588-2813  
E-mail: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)

**Nominations are due by 5 pm,  
October 1, 2021**

Return this form and all candidate information  
forms to the OSBA office by email at  
[OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to Oregon  
School Boards Association, 1201 Court  
St. NE, #400, Salem, OR 97301

Dear Scott Rogers:

With this letter, our board nominates the candidate named below to a position on the OSBA Board of Directors for the  
Marion Region, Position # 12.

**BOARD CANDIDATE INFORMATION**

Name: Melissa LaCrosse  
District/ESD/Community College: Jefferson 14J  
Address: PO Box 754  
City: Jefferson Oregon ZIP: 97362  
E-mail: melissa.lacrosse@jefferson.k12.or.us Phone: 503 949 2032

This nomination was approved by official action of our board of directors at a duly called meeting on  
9/20/21  
(date)

Terry Kamlade  
(Board Chair signature)  
Board Chair name: Terry Kamlade  
District: Jefferson 14J  
Address: 1328 N. 2nd St.  
City: Jefferson Oregon ZIP: 97362

# CANDIDATE QUESTIONNAIRE

## OSBA Board of Directors

Name: Melissa R. LaCrosse

Region: Marion

District/ESD/CC: Jefferson 14J

Position #: 12

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.

Signed:  \_\_\_\_\_

Date: 1 Oct 2021

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

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

OSBA serves member school districts, educational service districts and community colleges. OSBA is committed to developing boards, providing quality training and affordable services such as policy development, bargaining, and insurance (PACE.) OSBA is dedicated to improving student success and advocacy and the state and federal levels.

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

I want to continue serving the Marion region, representing both our small and large districts and our diverse issues. I greatly appreciate the opportunity to advocate for small rural districts and represent Marion County in Washington and Salem. The Covid era has brought our districts multiple revenue sources, mandates and I feel as a parent and local board member a disconnect and loss of local control that leaves me concerned. I hope during this next season we can make some course corrections where boards can ensure the safety and security of their students.

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.

I am tenacious and passionate about quality education and safe schools for our students. I spent two years (three election cycles) working and advocating for a school bond in my district. It passed on the third attempt.

I learn quickly, I research thoroughly and apply what I learn. This skill set is helpful working with policy matters and legislation.

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

I believe one of the huge issues facing OSBA will be to continue to provide leadership, advocacy and exceptional services in an era where local control has been disrupted by emergency powers and mandates. We should remain committed to serving member Districts across Oregon their wide range of needs. We need to remember there isn't a one size fits all approach.

The state is diverse with both rural and large districts. We will need to continue to advocate for our students and districts on local, regional and national issues. If we remain in an “zoom” world, we need to ensure our voices are not lost and we’re adequately represented. I don’t feel we were as “heard” this past year.

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

I believe our current issues revolve around recovering from the Covid pandemic: returning to safe healthy schools, rebuilding and revisioning successful learning environments for our students.

We will need to overcome the unique challenges our districts are facing in equity, mental health, building or perhaps recovering lost relationships and showing accountability for all of the new resources that we’re entrusted with.

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

This past term has been primarily during the Covid pandemic. I truly hope we can return to our face to face networking at regional meetings, Convention and Summer Board. I plan to continue using the OSBA list serve to provide Board updates with my Marion region counterpart. I am available to attend board meetings or in person meetings if board members are interested and would like the opportunity to attend if we’re open.

**Deadline: October 1, 2021, 5 pm**

*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: Melissa R. LaCrosse

Date: 1 Oct 2021

Address: PO Box 754

City / ZIP Jefferson, OR 97352

Residence phone: 541-327-8070

Cell phone: 503-949-2032

E-mail: melissa.lacrosse@jefferson.k12.or.us

District/ESD/CC: Jefferson 14J

Term expires: 6/30/2023 Years on board: 6

**Deadline: October 1, 2021, 5 pm**

Please send your picture (head shot). 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):

JSD 14J Finance Committee	Jan 2019 – present
JSD 14J Policy Committee	July 2018 – present
OSBA Governance Committee	Feb 2018 – Dec 2020
JSD 14J Bond Oversight Committee	July 2017 – July 2020
JSD 14J Chair	July 2017 – June 2018
JSD 14J Vice Chair	July 2016 – June 2017
JSD 14J Bargaining Team	July 2015 – May 2018
For Kids 4 Jefferson PAC (School Bond PAC)	Oct 2015 – June 2017
JSD Classroom Volunteer	Sept 2013 – June 2019

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

N/A

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

Employers:

Jefferson School District Volunteer

Lane County Human Resources

Marion County Human Resources

Dates:

Sept 2013 – June 2019

July 2010 – June 2013

Jan 2009 – July 2010

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

High school:

Crescent Valley High School	Corvallis, Oregon	Sept 1988 – June 1992
-----------------------------	-------------------	-----------------------

College:

Willamette University College of Law	Salem, Oregon	Aug 1997 – July 1998
Oregon State University	Corvallis, Oregon	Sept 1995 – June 1997
Southern Oregon University	Ashland, Oregon	Sept 1992 – June 1995

Degrees earned:

Bachelors of Science in Political Science  
Oregon State University

Education honors and/or awards:

N/A

Other applicable training or education:

NSBA Equity Symposium / Advocacy Institute 2020  
NSBA Equity Symposium / Advocacy Institute 2019  
OSBA Leadership Oregon Graduate 2017  
Negotiations and Collaboration: Getting to Yes – Senator David Landis / Chinook Institute  
Taking your Negotiation Skills to the Next Level – National Public Employer Labor Relations Association  
Leading with Emotional Intelligence – Suzanne Rotondo / REDSHIFT Leadership  
Cats & Dogs: Managing and Maintaining Relationships – Sari de le Motte / FORTE  
Don't Shoot the Messenger: Preserving Relationships – Sari de le Motte / FORTE

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

I actively serve my community and volunteer in the classroom or District when volunteering is permitted (not Covid times.) I work to support the students, families and teachers in my district. I worked four years on our district bond project. We passed our bond by 15 votes on our third try. Our students moved into a new middle school, 6 new elementary school classrooms and a gymnasium the beginning of the 2019-20 school year. Prior to the Covid pause, I was working was part of the Marion County Health and Human Services Drug and Alcohol Workgroup. I hope we continue our coalition work to reduce drug and alcohol use in our schools and Marion County.

**Hobbies/special interests:**

My family is important to me. My daughter is a junior at Jefferson High School. She is an AVID student, taking college level courses and is involved in Track and Field. She went to State last spring! I have a young adult son, also a Jefferson graduate. We're navigating Community College and Covid interrupted careers. My husband has 24 years in local law enforcement. I enjoy the outdoors, gardening and have fluffy backyard chickens that I adore. I love singing and music. If I have spare time, you might find me reading.

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

N/A

**Additional comments:**

I started this journey eight years ago in the classroom helping 4<sup>th</sup> graders with reading, spelling and math. I was one of those children that needed help myself – in first and second grade I went to the reading lab, but by fourth grade I was in a TAG reading program. I believe we can make the difference working together. I look around, and see so many things that need fixing. I hope by serving in my district, serving on my local board and serving on the regional board that I can make a difference. I want to give our children the opportunities I had for success, and that they would grow to have a lifelong love of learning.

The past four years serving the Marion Region on the Oregon School Boards Association Board of Directors has been a privilege. I have had the opportunity to represent both Jefferson and Marion Region school districts in Washington DC twice and in Salem. I am committed to telling our stories, the ones that will make a difference and bring stable resources for our student's learning and success.

**Deadline: October 1, 2021, 5 pm**

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



**OREGON SCHOOL BOARDS ASSOCIATION  
LEGISLATIVE POLICY COMMITTEE**

**Background/Discussion**

The Salem-Keizer School Board is a member of the Oregon School Boards Association (OSBA), identified as part of the Marion County region, positions 11 and 12. The Legislative Policy Committee (LPC) is a committee of members elected by OSBA member districts.

At its September 14 board member, the SKPS Board of Directors nominated directors as candidates to the Legislative Policy Committee. These candidates are now up for election, running unopposed:

- María Hinojos Pressey: OSBA Legislative Policy Committee, Position 11, Marion County Region, two-year term
- Ashley Carson Cottingham: OSBA Legislative Policy Committee, Position 12, Marion County Region, two-year term

**Recommendation/Board Action**

Approve María Hinojos Pressey and Ashley Carson Cottingham as Salem-Keizer School Board's official ballot selections to Oregon School Boards Association (OSBA) Legislative Policy Committee, Marion County region, positions 11 and 12, respectively.

**NOMINATION FORM**  
**OSBA LEGISLATIVE POLICY COMMITTEE (LPC)**  
**REGIONAL MEMBER**

Date 9/14/21

TO: Scott Rogers, OSBA President-Elect  
Oregon School Boards Association 1201  
Court St NE, #400  
Salem, OR 97301  
Fax: 503-588-2813  
E-mail: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)

**Nominations are due by 5 pm,  
October 1, 2021.**

Return this form and all candidate information  
forms to the OSBA office by email at  
[OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to Oregon  
School Boards Association, 1201 Court  
St. NE, #400, Salem, OR 97301


Dear Scott Rogers:

With this letter, our board nominates the candidate named below to a position on the OSBA Legislative Policy Committee for the Marion Region, Position # 11.

**LPC CANDIDATE INFORMATION**

Name: Maria Hinojos Pressey  
District/ESD/Community College: Salem-Keizer Public Schools  
Address: 2450 Lancaster Drive NE  
City: Salem Oregon ZIP: 97305  
E-mail: HinojosPressey\_Maria@salkeiz.k12.or.us Phone: 503-399-3001

**This nomination was approved by official action of our board of directors at a duly called meeting on**  
9/14/21  
**(date)**



(Board Chair signature)

Board Chair name: Osvaldo F. Avila  
District: Salem-Keizer Public Schools  
Address: 2450 Lancaster Drive NE  
City: Salem, Oregon ZIP: 97305

# CANDIDATE QUESTIONNAIRE

## OSBA Legislative Policy Committee

Name: Maria Hinojos Pressey

Region: Marion County

District/ESD/CC: Salem-Keizer 24J

Position #: 11

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

*Maria Hinojos Pressey*

Name

September 22, 2021

Date

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

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?  
Ensure an inclusive and comprehensive education for all students in the state. We must ensure there is adequate funding to support all students, especially our 504/ADA students that are consistently left behind.
2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.  
When I joined the Salem Area Mass Transit District Board we became a majority female board for the first time in it's history. Once appointed we established the first DEI committee to review our hiring and retention practices and engaging the community in a meaningful way.
3. What do you see as the two most challenging legislative issues faced by OSBA?  
As always our main concern is ensuring the state legislature is adequately funding our schools and ensuring equity within that. Underfunding of course leads to making cuts to programs, oftentimes those serving BIPOC students are the first to go. We also need to ensure school funding is going to the necessary programs to support BIPOC students and our 504/ADA students.
4. What do you see as the two most challenging legislative issues faced by your region?  
We are suffering due to intense division, a direct otherizing of groups. We need to take action for the safety and security of our children and families, especially those of historically excluded groups. While prioritizing the physical safety of children we also need to prioritize the mental health of our staff and students.
5. What is your plan for communicating with boards in your region about legislative issues?  
I will make sure to reach out through available means to connect and listen to the other boards and their members to ensure their concerns are brought to the LPC.

**Deadline: October 1, 2021, 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 Legislative Policy Committee

Name: Maria Hinojos Pressey Date: September 22, 2021

Address: 4368 Crystal Ave NE

City / ZIP: Salem/97305

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

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

Cell phone: 971-338-9570

E-mail: hinojospressey\_maria@salkeiz.k12.or.us

District/ESD/CC: Salem-Keizer 24J

Term expires: July 2024 Years on board: N/A

**Deadline: October 1, 2021, 5 pm**

Please send your picture (head shot).

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):

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

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

Employers: PCUN  
Oregon Medical Center  
Domestic Violence Resource Center

Dates: December 2019 - Present  
August - December 2019  
April - August 2019

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

High school: Carlsbad High School '09-'13

College: Univeristy of New Mexico '13-'17 Arizona State University '17-'19

Degrees earned: B.A. Religious Studies, M.A. Sociology

Education honors and/or awards:

Other applicable training or education:

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

Intern at Salem-Keizer Coalition for Equality 2019

**Hobbies/special interests:**

Roller-skating

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

Board of Directors - Salem Area Mass Transit District September 2020 - Present

**Additional comments:**

**Deadline: October 1, 2021, 5 pm**

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

**NOMINATION FORM**  
**OSBA LEGISLATIVE POLICY COMMITTEE (LPC)**  
**REGIONAL MEMBER**

Date 9/14/21

TO: Scott Rogers, OSBA President-Elect  
Oregon School Boards Association  
1201 Court St NE, #400  
Salem, OR 97301  
Fax: 503-588-2813  
E-mail: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)

**Nominations are due by 5 pm,  
October 1, 2021.**

Return this form and all candidate information  
forms to the OSBA office by email at  
[OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to Oregon  
School Boards Association, 1201 Court  
St. NE, #400, Salem, OR 97301

Dear Scott Rogers:

With this letter, our board nominates the candidate named below to a position on the OSBA Legislative Policy Committee for the Marion Region, Position # 12.

**LPC CANDIDATE INFORMATION**

Name: Ashley Carson Cottingham  
District/ESD/Community College: Salem-Keizer Public Schools  
Address: 2450 Lancaster Drive NE  
City: Salem Oregon ZIP: 97305  
E-mail: CarsonCottingham\_Ashley@salkeiz.k12.or.us Phone: 503-399-3001

**This nomination was approved by official action of our board of directors at a duly called meeting on**  
9/14/21  
**(date)**



(Board Chair signature)

Board Chair name: Osvaldo F. Avila  
District: Salem-Keizer Public Schools  
Address: 2450 Lancaster Drive NE  
City: Salem, Oregon ZIP: 97305

# CANDIDATE QUESTIONNAIRE

## OSBA Legislative Policy Committee

Name: \_\_\_\_\_ Ashley Carson Cottingham \_\_\_\_\_ Region: \_\_\_\_\_ Marion \_\_\_\_\_

District/ESD/CC: \_\_\_\_\_ Salem-Keizer 24J \_\_\_\_\_ Position #: \_\_\_\_\_ 12 \_\_\_\_\_

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



\_\_\_\_\_  
Name

\_\_\_\_\_  
9-29-21

Date

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

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?

I want to ensure that our public schools and their school boards are getting the maximum support needed from the Oregon State Legislature. This is critical to the wellbeing and success of our students and our educators with everything that has occurred due to COVID-19. I welcome the opportunity to build relationships with key legislators as well as utilize my existing relationships with others. I truly enjoy the processes related to policymaking and want to bring a voice from the Marion region and back to my colleagues about the work the committee is doing.

2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.

In my professional life, I worked on Capitol Hill as a Committee Staffer for two different U.S. Senators leading work on Elder Justice, Health Care, Poverty, Oral Health and economic security. In Oregon I have worked as a leader in divisions of state government here in Oregon. In these roles, I have worked closely with the Oregon legislature to put forth legislative concepts on important issues and to ensure our budgets were well understood and our priorities were in alignment with their expectations. In each of these positions, I remained focused on doing the right thing to better-serve the vulnerable populations of Oregonians we served. Additionally, in my short time on the Salem-Keizer School Board we have made our meetings more accessible to the deaf and hard of hearing community by having ASL interpretation at all of our public meetings.

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

Right now school boards are more politicized and polarized than they have been before, this will be challenging to navigate with tensions running high. It will be important to focus on our roles as school board directors and the good we can do for kids and educators. We must center equity, ensure we are providing the social and emotional supports needed and making sure our students with disabilities have all of the tools they need to thrive. Second, I think funding for schools is always contentious. With the way things ended in this last full session, there will need to be even stronger advocacy to ensure we can make up ground in the next full session - especially additional and focused funding dedicated to mental health support for students and educators.

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

Our region is politically polarized, therefore I think it will be hard to reach consensus amongst the legislators across the Marion region on key policy priorities for schools and school boards. Second, I think ensuring each of the school districts have the resources needed, their voices heard, and their interests raised with such a large diversity of school districts (size and make-up) will be challenging.

5. What is your plan for communicating with boards in your region about legislative issues?

I will meet with various Directors across the Marion region and get to know them so that I can best represent the varied interests across the Marion region. I will also work to share info, action items and opportunities for advocacy as often as I can.

**Deadline: October 1, 2021, 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 Legislative Policy Committee

Name:       Ashley Carson Cottingham       Date: 9-27-21

Address: 755 High St. SE

City / ZIP: Salem, OR

Business phone: 971-209-2709

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

Cell phone: 202-557-8364

E-mail: carsoncottingham\_ashley@salkeiz.k12.or.us

District/ESD/CC: Salem-Keizer 24J

Term expires: July 2025 Years on board: LESS THAN 1

**Deadline: October 1, 2021, 5 pm**

Please send your picture (head shot). A high-resolution digital photo is preferred but a print is acceptable. Email 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):

I am brand new to the Salem-Keizer School Board and I currently serve as the Vice-Chair.

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

N/A

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

Employers:

Dates:

The State of Oregon:

Oregon Employment Department

March 2021- present

Office of the Long-Term Care Ombudsman

October 2019- March 2021

Department of Human Services

April 2014 - October 2019

Compassion & Choices

Sept. 2012 - April 2014

U.S. Senate

Sept. 2010 - Sept. 2012

OWL - The Voice of Midlife and Older Women

January 2007 - Sept. 2010

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

High school: Mountain View High, Bend, OR 1993-1997

College: University of Oregon, Eugene, OR 1997-2001

Law School: Vermont Law School, South Royalton, VT, 2003-2006

Degrees earned: BA and a JD

Education honors and/or awards:

- Academic Excellence Award, Highest Grade: Vermont Law School/Dartmouth Medical School - MedLaw Seminar: Changing Concepts of Reproduction and the Family
- Co-Chair ('05-'06), Public Relations Chair ('04-'05) Women's Law Group

Other applicable training or education:

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

- **Cherriots' Budget Committee**, Public Member, December 2020 - present
- **Marion-Polk Food Share**, Salem, Gervais, Woodburn, OR, Food pantry and Food box Volunteer, Spring of 2020 - present
- **Vermont Legal Aid – Long-Term Care Ombudsman Project**, Burlington, VT, *Law Clerk*, Summer 2005
- **CASA of Deschutes County**, Bend, OR, *Law Clerk*, Summer 2004 and Summer of 2006
- **Safeline – Domestic Violence Hotline**, South Royalton, VT, Fall of 2003 – Spring of 2006
- **Barrister's Bookshop, Board of Directors**, Public Relations Chair ('05-'06), Vice-President ('04-'05) Board of Directors

**Hobbies/special interests:**

Kids' soccer games, playing music with friends, camping and biking

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

- **National Academy of Social Insurance (NASI)**, Member (invited) 2007 - present

**Additional comments:**

**RESOLUTION NO. 202122-10  
AUTHORIZING AGREEMENT OF  
REQUEST FROM THE CITY OF SALEM  
TO THE SALEM-KEIZER SCHOOL DISTRICT TAXING DISTRICT**

**Background/Discussion**

In June 1976, Salem City Council (Council) enacted the Multiple-Unit Housing Tax Incentive Program (Program), Salem Revised Code (SRC) 2.790-2.835. The Program is authorized by Oregon Revised Statute (ORS) 307,600-307.691, which allows local governments to establish a program for property tax exemptions to “stimulate the construction of transit supportive multiple-unit housing in the core areas of Oregon’s urban centers to improve the balance between the residential and commercial nature of those areas, and to ensure full-time use of the areas as places where citizens of the community have an opportunity to live as well as work.” The Program provides a property tax exemption for up to ten years.

On April 26, 2021, Council unanimously approved Resolution No. 2021-12 approving 990 Broadway, LLC (Applicant’s) participation in the Program. The project consists of a mixed used development including 23 apartments, 26 parking spaces and approximately 2,500 square feet of commercial space.

Pursuant to ORS 307.606(1), in order for a project to be exempt from property taxes from other taxing districts, such as counties or the school district, the governing bodies of the taxing districts, representing 51% or more of the total combined rate of taxation levied on the property under consideration, must agree by resolution to the exemption. The City of Salem (City) and the Salem-Keizer School District collectively represent approximately 52% of the total property tax levy (29% and 23% respectively). The City estimates that the total tax abatement for the district in the first full year of assessment is approximately \$11,100. The Project is within the Riverfront-Downtown Urban Renewal Area so there will be no change to district’s tax revenue.

**Recommendation/Board Action**

Pursuant to ORS 307.606(1), the City of Salem has formally requested that the Salem-Keizer School Board of Education agree by resolution to the policy of providing tax exemptions for multiple-unit housing as approved by the Salem City Council.

This item is presented for first reading and will be returned for action at the December 14, 2021, board meeting, with staff recommending adoption of the resolution.



MAYOR'S OFFICE

555 Liberty St SE / Room 220 • Salem, OR 97301-3513 • 503-588-6159 • Fax 503-588-6354

May 10, 2021

Mr. Michael Wolfe  
Chief Operations Officer  
Salem-Keizer School District  
2450 Lancaster Dr. NE  
Salem, OR 97305

Dear Mr. Wolfe:

To demonstrate our strong joint commitment to the community and local economy, and to continue our long partnership in promoting the growth of our community, please consider this letter as the City of Salem's formal request for the Salem-Keizer School District Board to consider adopting a resolution and joining with the City in supporting *990 Broadway LLC's* (Applicant) investment and redevelopment efforts of Salem's central core. By agreeing to the policy of providing a tax exemption for the recently announced *990 Broadway Building* (Project) and exempting the Project's full property tax liability above the existing frozen base, together we can leverage the investment being made by the private sector to increase the number of housing units downtown, enhance our city's downtown with additional residents, and revitalize an underused site.

On March 29, 2021, the Applicant submitted an application for the Project's participation in the City's Multiple Unit Housing Tax Incentive Program (Program). On April 26, 2021, the Salem City Council passed Resolution 2021-12 approving the Applicant's participation in the Program. The Applicant has requested, and the City Council has directed, City staff to work with other taxing jurisdictions to achieve a full abatement of property taxes on the residential portion of the Project.

The City Council approval provides for a 10-year abatement of the residential portion of the Project's property tax levy allocated to the City. In order for a project to receive full abatement of applicable property taxes, taxing districts comprising at least 51% of the total tax levy must agree by resolution to the abatement. The City and the District collectively represent about 52% of the total property tax levy (29% and 23% respectively). The City and the District have partnered on seven previous projects to fully abate property taxes:

- **Parke 325 Building (30 units) – 325 13<sup>th</sup> Street NE**  
Tax abatement period expires in 2031
- **The Nishioka Building (148 units) – 260 State Street**  
Tax abatement period expires in 2031
- **The Court Yard Apartments (40 units) – 211 Court Street NE**  
Tax abatement period expires in 2031

EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Women, minorities, and disabled are encouraged to apply • ADA Accommodations will be provided upon request

Mr. Michael Wolfe

May 10, 2021

Page 2

- **South Block Apartments (178 units, Phases I & II) – 315 Commercial Street SE**  
Tax abatement period expires in 2025 and 2027 respectively
- **Willamette Landing Apartments (89 units) - 1601-1675 Water Street NE**  
Tax abatement period expired in 2000
- **Forum Apartments (62 units) - 350 13th Street SE**  
Tax abatement period expired 1990
- **Mill Bridge Terrace Apartments (24 units) - 728 Church Street NE**  
Tax abatement period expired in 1987

This property is within the boundary of the Riverfront-Downtown Urban Renewal Area. All new property tax created by this development will flow to that entity without the abatement, so there is no direct loss of revenue to the Salem-Keizer School District.

Enclosed is a copy of the City Council staff report for April 26, 2021, ORS 307.600-307.691, Salem Revised Code 2.790-2.835, and City adopted Resolution No. 2021-12.

Thank you for your consideration of this request. Please contact Clint Dameron, Real Property Services Manager, at 503-540-2404 should you have any questions or need any additional information regarding the Program or the Project.

Sincerely,



Chuck Bennett

Mayor

cc: Steve Powers, City Manager  
Kristin Retherford, Urban Development Director  
Clint Dameron, Real Property Services Manager

## RESOLUTION NO. 2021-12

### A RESOLUTION APPROVING AN APPLICATION FOR TAX EXEMPTION UNDER THE MULTIPLE-UNIT HOUSING TAX INCENTIVE PROGRAM

**Whereas**, ORS 307.600-307.637 creates a multiple-unit housing tax incentive program which allows cities and counties to provide an exemption from ad valorem real property taxes in the core areas of Oregon's urban centers, in order to "stimulate the construction of transit supportive multiple-unit housing in the core areas of Oregon's urban centers to improve the balance between the residential and commercial nature of those areas, and to ensure full-time use of the areas as places where citizens of the community have an opportunity to live as well as work"; and

**Whereas**, ORS 307.606(1) provides that a tax exemption approved under a Multiple-Unit Housing Tax Incentive Program only applies to the tax levy of a city or county that adopts the provisions of ORS 307.600 to 307.637, except that the tax exemption shall apply to the ad valorem property taxes of all taxing districts when upon request of the city or county that has adopted the provisions of ORS 307.600 to 307.637, the rates of ad valorem taxation of taxing districts whose governing boards agree by resolution to the policy of providing tax exemptions for multiple-unit housing as provided in ORS 307.600 to 307.637, when combined with the rate of taxation of the city or county that adopts the provisions of ORS 307.600 to 307.637, equal 51 percent or more of the total combined rate of taxation levied on the property which is tax exempt under ORS 307.600 to 307.637; and

**Whereas**, the City of Salem, in order to stimulate the construction, or addition of, or conversion to, multiple-unit housing in the City's core area, has implemented a Multiple-Unit Housing Tax Incentive Program ("Program") through the adoption of Salem Revised Code (SRC) 2.790 to 2.835; and

**Whereas**, under ORS 307.600(5) the Program "shall result in the preservation, construction, addition or conversion of units at rental rates or sales prices accessible to a broad range of the general public"; and

**Whereas**, ORS 307.618 requires the City to make the following determinations consistent with the City's adopted standards and guidelines:

- (a) The owner has agreed to include in the construction, addition or conversion as a part of the multiple-unit housing, one or more design or public benefit elements as specified by the City;
- (b) The proposed construction, addition or conversion project is or will be, at the time of completion, in conformance with all local plans and planning regulations, including special or district-wide plans developed and adopted pursuant to ORS chapters 195, 196, 197, 215, and 227, that are applicable at the time the application is approved;
- (c) The owner has complied with all standards and guidelines adopted by cities or counties pursuant to ORS 307.606(4); and

**Whereas**, the City has adopted standards and guidelines (Standards and Guidelines) to be utilized in considering applications and determinations regarding an application for the Program, as required by ORS 307.606(4); and

**Whereas**, under the Standards and Guidelines, to be eligible for tax incentives under the Program a proposal must:

- (a) Propose multiple-unit housing, containing at least two dwelling units;
- (b) Be housing constructed after January 1, 2012, and completed on or before January 1, 2022;
- (c) Be located in the core area designated by the City, and;
- (d) Propose and agree to include one or more design elements benefitting the general public set forth in SRC 2.815; and

**Whereas**, SRC 2.810 requires an application for tax exemption to describe the proposal, including the proposal's public and private access; and

**Whereas**, under the Program a tax exemption for an eligible property may be exempt from ad valorem taxation for no more than 10 successive years. The first year of exemption is the assessment year beginning January 1 immediately following the calendar year in which construction, addition or conversion is completed, determined by that stage in the construction process when, pursuant to ORS 307.330, the improvement would have gone on the tax rolls in the absence of the exemption provided for in ORS 307.600 to 307.637 or, in the case of multiple-unit housing that is or becomes subject to a low income housing assistance contract, the application is approved; and

**Whereas**, if Project fails to meet the minimum requirements of the Program, the City may terminate its exemption; and

**Whereas**, on March 29, 2021, the City received an application, containing a description of the proposed multi-unit housing, from 990 Broadway LLC requesting a tax exemption under the Program attached hereto as Exhibit A; and

**Whereas**, the property subject to the application is legally described as set forth in Exhibit B attached hereto; and

**Whereas**, the owner of the property is:  
990 Broadway LLC, an Oregon limited liability company  
1865 Church Street SE  
Salem, OR 97302

**Whereas**, the application proposed a 23-unit apartment complex; and



**Whereas**, the Program requires that the project must include at least one design element benefitting the public as outlined in SRC 2.815, and the applicant has identified five public benefits; and

**Whereas**, pursuant to SRC 2.825(b), the City is required to issue a final decision on the application within 180 days of receipt of the application, or by September 25, 2021, or the application will be deemed approved;

**Whereas**, the application having come before the City Council at its April 26, 2021 meeting, the City Council, having considered the application and materials presented, finds the proposal is eligible for property tax exemption under the Program;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SALEM, OREGON  
RESOLVES AS FOLLOWS:

**Section 1.** Based on the findings set forth above, the application is hereby approved for a period of ten years as provided in ORS 307.612.

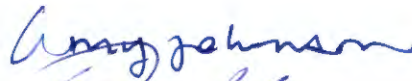
**Section 2.** Staff is directed to submit to the governing bodies of the appropriate taxing district or districts a request that they adopt a resolution agreeing with the policies established in the City's Program, and therefore authorize an exemption from property taxes of all applicable taxing districts consistent with this decision.

**Section 3.** This resolution is effective upon adoption.

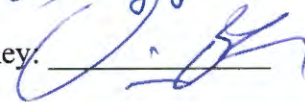
ADOPTED by the City Council this 26<sup>th</sup> day of April, 2021.

ATTEST:

Deputy City Recorder



Approved by City Attorney



Checked by: C. Dameron





# 990 BROADWAY ST NE MIXED-USE DEVELOPMENT

## PROJECT DESCRIPTION

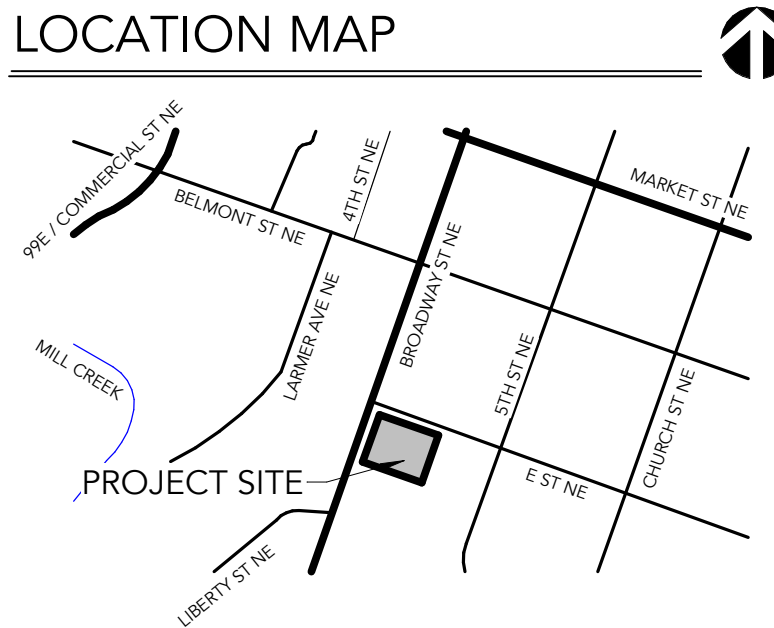
THIS PROJECT CONSISTS OF 23 RESIDENTIAL APARTMENTS ON THREE FLOORS ABOVE GRADE, WITH A RETAIL SPACE FACING BROADWAY STREET ON THE GROUND FLOOR. THE APARTMENTS ARE ALL ACCESSED VIA A PRIVATE COURTYARD. THE 17,300 SF BUILDING IS TYPE V-B CONSTRUCTION.

ZONING: CO, COMMERCIAL OFFICE  
 OVERLAY: BROADWAY/HIGH STREET HOUSING OVERLAY (614)  
 TAX MAP: 073W22AD08600  
 TAX LOT: N 1/2 LOT 10, 11-12, S 1/2 LOT 11 BLK 5

## LAND USE DRAWING INDEX

#	SHEET NAME
SP-0	COVER SHEET
SP-1	EXISTING SITE SURVEY
SP-2	ARCHITECTURAL SITE PLAN
SP-2.1	SITE DETAILS
SP-3	GRADING & UTILITY PLAN
SP-4	LANDSCAPE PLAN
SP-5	SECOND FLOOR PLAN
SP-6	THIRD FLOOR & MEZZANINE PLAN
SP-7	ELEVATIONS
SP-8	ELEVATIONS
SP-9	COURTYARD ELEVATIONS
SP-10	RENDERINGS

## LOCATION MAP



PLAN REVIEW

Date: 06.12.2019

Rev: Date:

COVER SHEET

SP-0

**UPCOMING SCHOOL BOARD MEETINGS\*  
(Includes Budget Committee Meetings)**

<b>DATE</b>	<b>MEETING</b>
<b>2021</b>	
July 13	Board Meeting (swearing in of new board members/election of chair and vice chair)
July 27	Board Meeting (Work Session)
August 10	Board Meeting (Business Session)
<i>August 24 Canceled</i>	<i>Board Meeting (Work Session) at CCC Ag Complex</i>
September 14	Board Meeting (Business Session)
September 28	Board Meeting (Work Session)
October 12	Board Meeting (Business Session)
October 26	Board Meeting (Work Session)
November 9	Board Meeting (Business Session)
<i>November 16</i>	<i>Special Board Meeting (Work Session)</i>
December 14	Board Meeting (Business Session)
No December work session is scheduled	
<b>2022</b>	
January 11	Board Meeting (Business Session)
January 25	Board Meeting (Work Session)
February 8	Board Meeting (Business Session)
February 22	Board Meeting (Work Session)
March 8	Board Meeting (Business Session)
No March work session is scheduled	
April 12	Board Meeting (Business Session)
April 26	Board Meeting (Work Session)
May 3	Budget Meeting – Superintendent’s Budget Message
May 10	Board Meeting (Business Session)
May 17	Budget Meeting
May 23	Budget Meeting
May 24	Budget Meeting – <i>Tentative</i>
May 25	Budget Meeting – <i>Tentative</i>
June 14	Board Meeting (Business Session)
June 28	Board Meeting (Work Session)

**Already Occurred**

\*Meetings subject to change

Work session (no action items) may be changed to business sessions (with action items)

Meeting notifications and agendas posted prior to meetings as required by ORS.

The board typically hears public comment at regular business meetings or special meetings with action items, but not typically at work sessions.