



OREGON SCHOOL BOARDS ASSOCIATION

OSBA Board of Directors Special Meeting

Thursday, July 11, 2024, 10:00 AM

Via Zoom

Meeting Minutes

OSBA board members in attendance at meeting start: President Sami Al-Abdrabbuh; President-elect Chris Cronin; Secretary-treasurer Dawn Watson; Jackie Crook; Neelam Gupta; Linda Hamilton; Kris Howatt; Tristan Irvin; Greg Kintz; Kristy Kottkey; Steve Lowell; Alonso Oliveros; Clyde Rood

OSBA staff in attendance at meeting start: Emielle Nischik, Interim Executive Director; Haley Percell, Chief Legal Officer and Interim Deputy Executive Director; Alex Pulaski, Director of Communication Services; La’Nell Trissel, Executive Assistant

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

OSBA board members not in attendance at meeting start: Kraig Albright; Jeffrey Crapper; Laurie Danzuka; Katrina Doughty; Sonja Mckenzie; Chrissy Reitz; Nichole Schott; Emily Smith; Nancy Thomas; Glenn Wachter

President Al-Abdrabbuh called the meeting to order at 10:04 a.m.

I. Welcome, introductions, roll call

President Al-Abdrabbuh welcomed everyone to the meeting.

Roll call was taken, and a quorum was present.

II. Approve agenda

Motion: Kris Howatt moved to approve the agenda as presented. Seconded by Jackie Crook.

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

Emily Smith joined the meeting at 10:12 a.m.

III. Review Executive Director hiring process

President Al-Abdrabbuh provided an outline of the discussion objectives and proposed a structure for the meeting's discussion. Al-Abdrabbuh centered the conversation on OSBA's mission to improve student success and education equity through advocacy, leadership, and service to Oregon public school boards; provided an historical overview of the events; and referenced the OSBA process for Hiring an Executive Director that was included in the meeting packet.

Al-Abdrabbuh then facilitated a discussion on the four decisions that needed to be made in the meeting: whether to implement a full search process or to consider direct hire of the interim executive director, whether to update the executive director job description, whether to obtain a salary range study, and whether to engage in a fully public process or to allow executive session

deliberations; and engaged the Board in determining the following consideration points of strategic needs, stability, leadership readiness, financial impact, and transparency.

Steringer provided greater detail and provided advantages and disadvantages for each of the four decision points. Executive committee recommendations were provided. Round-robin and Q&A style opportunities were provided for Directors to provide input.

Further discussion took place regarding the guiding documents for the hiring process, alternatives to a full search process in consideration of cost and time, diversity of candidate pool, transparency and communication to membership, stability, strategic needs, leadership readiness, impact on upcoming legislative session and association events (summer board conference, annual convention, and legislative roadshow), financial impacts, efficiency, consistence and continuity for staff and membership, optional timelines and potential outcomes, cost drivers vs. affordability, providing for opportunity for obtaining input from staff during the hiring process, and typical candidate desire for confidentiality during a hiring process.

There was a request for staff to send the Board the current Executive Director Job Description.

Al-Abdrabbuh then summarized the outcomes of the conversation and described the process for taking action.

Motion: Chris Cronin moved that the board consider hiring the Interim Executive Director as the Executive Director. Seconded by Kristy Kottkey.

Additional discussion took place regarding leadership readiness and what was viewed as the interim executive director's year-long interview process, the need for a negotiated salary, the importance of staff input, and alternative timelines and options in light of the board's due diligence.

A roll call vote was taken. There being no votes in opposition and one abstention, the motion passed with a majority.

Kraig Albright:	Absent	Kristy Kottkey:	Yea
Jeffrey Crapper:	Absent	Steve Lowell:	Yea
Chris Cronin:	Yea	Sonja Mckenzie:	Absent
Jackie Crook:	Yea	Alonso Oliveros:	Yea
Laurie Danzuka:	Absent	Chrissy Reitz:	Absent
Katrina Doughty:	Absent	Clyde Rood:	Yea
Neelam Gupta:	Yea	Nichole Schott:	Absent
Linda Hamilton:	Abstain	Emily Smith:	Yea
Kris Howatt:	Yea	Nancy Thomas:	Absent
Tristan Irvin:	Yea	Glenn Wachter:	Absent
Greg Kintz:	Yea	Dawn Watson:	Yea

Neelam Gupta left the meeting at 11:41 a.m.

Motion: Greg Kintz moved to authorize OSBA staff to retain an outside contractor to review the executive director job description and bring back a proposed updated executive director job description for the board's review and approval. Seconded by Kristy Kottkey.

Additional discussion took place regarding the time and cost associated with hiring an outside contractor, conflicts with staff involvement in drafting an Executive Director Job Description, potential unintended costs for not updating the job description, and obtaining information from surrounding states on their recent hiring endeavors.

There being one vote in opposition, the motion passed with a majority.

Kraig Albright:	Absent	Kristy Kottkey:	Yea
Jeffrey Crapper:	Absent	Steve Lowell:	Yea
Chris Cronin:	Yea	Sonja Mckenzie:	Absent
Jackie Crook:	Nay	Alonso Oliveros:	Yea
Laurie Danzuka:	Absent	Chrissy Reitz:	Absent
Katrina Doughty:	Absent	Clyde Rood:	Yea
Neelam Gupta:	Yea	Nichole Schott:	Absent
Linda Hamilton:	Yea	Emily Smith:	Yea
Kris Howatt:	Yea	Nancy Thomas:	Absent
Tristan Irvin:	Yea	Glenn Wachter:	Absent
Greg Kintz:	Yea	Dawn Watson:	Yea

Motion: Kris Howatt moved to authorize OSBA staff to retain an outside contractor to conduct a salary range study to assist with setting a salary range for the executive director position. Seconded by Kristy Kottkey.

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

Motion: Kris Howatt moved that the board follow a process that allows it to conduct interviews and deliberate in executive session before making a decision which also includes the ability to interview candidates without making their names public. Seconded by Kristy Kottkey.

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

Motion: Kris Howatt moved to authorize OSBA staff to advertise the Executive Director vacancy on the OSBA website and work with outside legal counsel on hiring procedures, standards, criteria, and policy directives for the board to consider at future OSBA board meeting that is open to the public and includes a public comment period. Seconded by Kristy Kottkey.

Additional discussion took place regarding logistical considerations.

There being on vote in opposition, the motion passes with the majority.

Kraig Albright:	Absent	Kristy Kottkey:	Yea
Jeffrey Crapper:	Absent	Steve Lowell:	Yea
Chris Cronin:	Yea	Sonja Mckenzie:	Absent
Jackie Crook:	Yea	Alonso Oliveros:	Yea
Laurie Danzuka:	Absent	Chrissy Reitz:	Absent
Katrina Doughty:	Absent	Clyde Rood:	Yea
Neelam Gupta:	Yea	Nichole Schott:	Absent
Linda Hamilton:	Nay	Emily Smith:	Yea
Kris Howatt:	Yea	Nancy Thomas:	Absent
Tristan Irvin:	Yea	Glenn Wachter:	Absent
Greg Kintz:	Yea	Dawn Watson:	Yea

IV. Meeting adjourns

President Al-Abdrabbuh provided some closing comments regarding the importance and productivity during this meeting.

The meeting was adjourned at 12:05 p.m.