



EDUCATOR ADVANCEMENT COUNCIL AGENDA

Wednesday, December 19, 2018

9:00 a.m. – 3:00 p.m.

Broadway Commons, 1300 Broadway Street NE, Salem, OR

Conference Call: (877)336-1828, public access code 8478084 (*listen only*)

Meeting Protocols

- ✓ All team members are equals and respected as such.
- ✓ The Chair calls on participants during discussions.
- ✓ Discussions are improved by self-assessing “*am I contributing too much or too little?*”
- ✓ We ask clarifying questions when needed and address issues, not individuals.
- ✓ Topics beyond the current agenda are captured to address in the future.
- ✓ Arrive early to begin on time.

Meeting Outcomes

- ✓ Complete ethics training
- ✓ Review and refine initial Design Institutes concept
- ✓ Create common understanding around network terminology
- ✓ Continue identifying recommended RFP elements
- ✓ Strategic Plan refinement
- ✓ Approve EAC Teacher Substitute Reimbursement form
- ✓ Discuss future EAC staffing options

9:00	1.0	Welcome Remarks	
	1.1	Introductions, Agenda Review/Outcomes	Chair Oakes
9:10	2.0	Preliminary Business	
	2.1	Roll Call	Debbie Green
	2.2	Agenda Approval	Chair Oakes
	2.3	Approval of November 28, 2018, meeting minutes	Chair Oakes
	2.4	Staff Engagement Report	Hilda Rosselli
	2.5	RFI Partners Referenced	Chair Oakes
9:20	3.0	Ethics Training	Monica Walker
	3.1	Public Meetings	Cheryl Myers
10:10		BREAK	
10:20	4.0	Design Institutes	All
10:40	5.0	Network/Fiscal Model Discussion	All
	5.1	Launching New Networks WG + Fiscal Chair Panel	
	5.2	Fiscal Work Group Chair commentary	

	5.3	EAC Director reflections	
12:30		LUNCH	
1:15	6.0	RFP and Design Institutes Initial Thoughts	Hilda Rosselli
1:45	7.0	Procedural Subcommittee	Laura Scruggs
		Review document: Substitute Teacher Expense Reimbursement Form	
	7.1	ACTION ITEM: Policies and Procedures Manual Appendix Item: Substitute Teacher Expense Reimbursement Form approval	Chair Oakes
1:55	8.0	Public Comment	Chair Oakes
		<ul style="list-style-type: none"> • <i>Public members wishing to provide public testimony must sign in at the meeting.</i> • <i>There will only be one speaker from each group.</i> • <i>Each individual speaker or group spokesperson will have three (3) minutes.</i> • <i>The Council welcomes and appreciates public input, but due to time constraints is unable to respond directly to testimony during the meeting.</i> • <i>Public comment may be made in writing and submitted to EACInfo@OregonLearning.org</i> 	
2:05	9.0	Strategic Planning/Communication	Lisa Morawski
2:25	10.0	Future EAC Staffing Proposal	Lindsey Capps
2:45	11.0	Closing Remarks	Chair Oakes
3:00		Adjourn	



Public Participation in Educator Advancement Council Meetings

During each Educator Advancement Council meeting, the agenda includes a “public comment” item. It is during this portion of the agenda the public may comment on an agenda item or an item related to the focus of the Educator Advancement Council.

As a public body, input is welcomed, appreciated and allows the Council an opportunity to listen. Due to agenda time constraints or the need to process the information received, they will not typically discuss or respond to questions immediately. If provided input is related to an action item later in the agenda, the Council may use the input during discussion or deliberation of that specific item.

If you wish to address the Council, please write your name and organization on the sign-in sheet prior to the designated public comment time. There will only be one speaker from each group and each individual speaker or group spokesperson will have three (3) minutes.

Thank you for your interest in the work of the Educator Advancement Council.

Unanticipated agenda items may or may not be included. All Educator Advancement Council meetings are open to the public and conform to Oregon public meeting laws. Accommodations requests should be submitted to EACInfo@OregonLearning.org (503) 373-1283 at least 48 hours in advance. To subscribe to meeting notices please register [here](#) or www.education.oregon.gov to find upcoming meetings and prior meeting materials.



EDUCATOR ADVANCEMENT COUNCIL

Minutes

Wednesday, November 28, 2018

8:00 a.m. – 3:00 p.m.

Broadway Commons 4th Floor Mongolia Room #305

1300 Broadway Street NE, Salem, OR

Directors Present: Chair Oakes; Vice-chair Grotting; Paul Andrews; Sara Mickelson, surrogate for Miriam Calderon; Hilda Rosselli, surrogate for Lindsey Capps; Christy Cox; Carmen Urbina, surrogate for Colt Gill; Mark Girod; Ana Gomez; Bill Graupp; Marvin Lynn; Representative McLain; Martha Richards; Trent Danowski, surrogate for Anthony Rosilez; Laura Scruggs; Nick Viles; Melissa Wilk.

Directors by Phone: Matt Yoshioka, Michelle Homer-Anderson, Belle Koskela

Directors Excused: Ken Martinez, Senator Roblan, Jenna Schadler

Staff Present: Cheryl Myers, EAC Transition Director; Julie Smith, Contractor; Debbie Green, Executive Support; Hilda Rosselli, CEO Educator Advancement Policy Director

1.0 Welcome Remarks

1.1 Introductions, Agenda Review/Outcomes

2.0 Preliminary Business

2.1 Roll Call

Debbie Green conducted a roll call and a quorum was established.

2.2 Agenda Approval

Don Grotting moved to approve the agenda as presented, seconded by Martha Richards. The motion passed unanimously.

2.3 Approval of October 23-24, 2018, meeting minutes

Paul Andrews moved to approve the meeting minutes as presented, seconded by Laura Scruggs. The motion passed unanimously.

2.4 Staff Engagement Report

Hilda Rosselli, reported back to Council on discussions held at the various meetings staff attended.

2.5 Follow up from October Equity Lens Discussion

Included in the packet was a letter from Nancy Golden as a follow-up to her presentation at the October Retreat addressing questions regarding the intent and implementation of the Oregon Equity Lens.

3.0 Supporting New Educators Work Group Update

Melissa Wilk provided an update on the listening session for novice administrators, hosted by COSA and EAC which was held on November 16, 2018, during which administrators shared insights about early career supports. Administrators spoke to lack of supports received, both informal and formal and they identified critical supports needed early in an administrator's career which include:

- The need for structured supports in place to understand education business and management
- Coaching help with decision-making, particularly for those in isolated locations or positions
- Special Education knowledge to include behavior and trauma training
- Current Initial Licensure Programs do not always prepare them for the job
- Training in methods to empower staff voice
- Support in understanding their own biases related to working with marginalized populations
- Supports needs to be individualized
- Ongoing coaching is important
- Statewide mentor program for Special Education Directors and for marginalized groups

4.0 Public Comment

No public comment.

5.0 Educator Equity Advisory Group Update (since 2014)

Hilda Rosselli introduced the EAC members who also participate in the Oregon Educator Equity Advisory Group (OEEAG): Marvin Lynn, and Anthony Rosilez. She also introduced Dr. Markisha Smith from ODE Office of Equity, Diversity and Inclusion who is also a member of the Advisory Group. The goal today's discussion was to clarify the role of the EAC and distinguish it between the Ed Equity Advisory Group. Two areas of focus for the OEEAG is to develop a future diverse educator workforce and to retain them once they are hired. OEEAG is intentional about working with those who have a vested interest in advancing teacher diversity. The ethnic, linguistic or racial ethnic diversity of the educator workforce do not match Oregon's student population. The Advisory Group is responsible for the annual Ed Equity Report due to the legislature each year which include Action Steps that are used as an advocacy tool to present to other groups throughout the state each year. The slides will be sent out to EAC directors and any questions or comments should be forwarded to Debbie.

Anthony Rosilez arrived at 9 a.m.

Nick Viles arrived at 9:27 a.m.

6.0 Procedural Subcommittee

Review documents; EAC Working Agreement – First Reading

Council to review the EAC Working Agreement and e-mail Cheryl Myers with feedback and edits prior to the December EAC meeting. Laura Scruggs briefly reviewed the documents and requested a vote to approve the appendix items below.

6.1 ACTION ITEM: Policies and Procedures Manual Appendix Items Approval:

- Public Participation
- Expense Claim Form
- Appointment Letter

Martha Richards moved to approve the Policies and Procedures Manual Appendix Items, seconded by Ana Gomez. The motion passed unanimously.

BREAK

7.0 RFI Review Process / Network & Fiscal Model Discussion

EAC staff members Hilda Rosselli, Cheryl Myers, and Julie Smith reviewed information about the RFI process and results. The RFI had 103 distinct downloads and a total of 37 (now 38) responses were received and reviewed by EAC staff. Matrices and a geographic map have been provided in the RFI work packet. Directors read a sample RFI and shared initial feedback on what they would like to clarify and include in the upcoming RFP.

WORKING LUNCH

Julie Smith discussed with the Council the need to support the initial design of Educator Networks with appropriate leaders and organizations that responded to the RFI. Increasing a shared understanding of common language and Network concepts will build organizational capacity and alignment of the work throughout the state. These Design Institutes will help set up Networks for future success and reinforce the message requiring teacher voice or leadership in the process. Directors would like to revisit this discussion at the December meeting and make decisions about the design, content, locations, and dates for these meetings. There was a request to have the Fiscal Model/Educator Network Work Groups meet and invite the Supporting New Educator Work Group prior to the December 19 EAC meeting to clarify what Educator Networks need to include.

8.0 Strategic Planning Follow-up

Holly Valkama returned to revisit the language on Mission and Vision drafted at the October Retreat and Directors provided clarifying edits. Directors discussed EAC areas of focus and the related work under those areas. Strategic plans should have goals by which to measure their success. Some suggested measures include:

- Retention of educators
- Recruitment and retention of a culturally diverse workforce
- Number of new teachers entering the field – have we increased those joining the teaching profession?
- Improvement in teaching and learning conditions
- Number of teachers impacted across the career spectrum
- Number of teachers impacted across the state with attention to geographic spread
- Refinement of educators' craft in order to increase student success
- A more desirable and respected view of careers in education
- Quality and depth of community based organizations involved in educator advancement
- Student experiences with their educators
- EAC advocacy

Lindsey Capps arrived at 2:15 p.m.

9.0 Communications Follow-up

Lisa Morawski reviewed the Key Messages document she created with EAC Director feedback at the October Retreat. Directors offered additional feedback and small edits. There was a suggestion to have OEA review this document at their next meeting on January 18, 2019, prior to finalizing the copy.

10.0 Governor's Budget

Lindsey Capps highlighted the Governor's Budget which was released earlier in the day. The Governor provided a plan for how to invest in education across a seamless system. Highlights include a new investment in early learning to expand Pre-K programs and establish an early learning equity fund, including investments in child care and support for children and families most at risk. Funding for K-12 schools is at \$91B with additional money for PERS rising costs. \$743M is allocated for a school improvement fund focused on ensuring a 180 day

school year for all districts and decreasing K-3 class sizes. Additional allocations were proposed to fully fund Measure 98 and double the Oregon Opportunity Grants. The Governor's target budget for EAC is \$60M in the base budget.

The Chief Education Office which has provided administrative support to EAC will be sunsetting on June 30, 2019. EAC will continue to be an independent Council and need to make decisions about an administrative agent and staff support. There will be a dedicated discussion about this staffing at the next EAC meeting.

11.0 Closing Remarks provided by Chair Oakes.

Adjourn at 3:03 p.m.

DRAFT



Educator Advancement Council

December 19, 2018

Docket Item 2.4

Docket Item: Staff Engagement Report

Date	Event Attended	Sponsoring Organization	EAC Staff Attending	Directors Attending
11/30	November Pathways Breakfast – Support for Students of Color	PSU	Hilda Rosselli	Marvin Lynn
12/7	Government to Government Education Cluster	Governor’s Office/Confederated Tribes	Cheryl Myers	Lindsey Capps
12/13	Higher Education Coordinating Commission Meeting	HECC		Lindsey Capps
12/14	Meeting re: New Teacher Support Network	Portland Public School	Hilda Rosselli	
12/14	Joint Meeting of Oregon Advocacy Commission	Willamette University	Hilda Rosselli	

Upcoming Events

Date	Event Scheduled	Sponsoring Organization	EAC Staff Attending	Directors Attending
1/9 – 2/22	Ted Andrews Winter Symposium	National Association of State Directors of Teacher Education and Certification	Hilda Rosselli	Tony Rosilez, Marvin Lynn
1/11	Legislative Summit	Oregon Association of Colleges of Teachers Education		Mark Girod
1/19	Novice educators of color listening session (Work Group 3)	EAC,PPS, other SDs, Educator Equity Advisory Group	Hilda Rosselli	TBA
TBA (1/31, 2/1, 2/7, 2/8, 2/11, 2/12, 2/18, 2/26,2/28)	Design Institutes	Chief Education Office	Julie Smith Hilda Rosselli Cheryl Myers	TBA

**Content will continue to be updated and may not reflect the most current information by the time the Educator Advancement Council meets*

Partners Referenced in RFI Responses

#	Name	Community Partners Involved or Proposed	Potential Inkind or Partner Resources
1	AVID	Miller Foundation, Nike, Oregon Community Foundation, Meyer Memorial	
2	Center for Reform of School Systems	Chalkboard, Broad Foundation, WESD	
3	Central School District	OSEA-classified, CEA, Community Service Consortium	
4	Children's Institute	Parent United, SUN Community Schools, Neighborhood Centers, Earl Boyes Equity Committee, IRCO, Healthshare, SC EL Hub, Family Relief, Nursery Campaign for Grade Level Reading	
5	Clackamas & Multnomah ESD	STEAM Sun, All Hands Raised, PSU, PCC, Keizer Permanente	
6	Clackamas Community College CTE	Minimal, mostly CTE Coord	Clackamas infrastructure and reference to OTSP
7	School Law Project	Several EPPs working with preservice candidates	
8	Coast Metro STEM Hub	Lots of partners?	
9	Columbia Gorde ESD	STEM Hub-Google, Computer Science Teachers Association, Four Rivers EL Hub, Juntos, Playworks, Head Start	
10	Construct Foundation	None listed	
11	COSA	COSA spend \$1.4M of \$3.5M annual revenue annually	Inkind from Concordia Chicago, and Vendors
12	Douglas ESD	Strong partners but services being closed. Trying to use non-profits	
13	Dufur School District	Warm Springs Tribe, CGCC, One Community Health Haven, CGESD	
14	EOU	Oregon Science Project. Go STEM	EOU School District and Time on Science Grant
15	Education Northwest	Ford Family Foundation, IHEs for placements of student teachers	NW Comp Center and REL
16	High Desert ESD	Tribes of Warm Springs, Latino Community Association, Migrant Ed, LaClase, Juntos, Avanza, Ganas	
17	Hope Street Group	N/A	
18	Intermountain ESD	STEM Hub, Early Learning Hubs, Conscious Discipline	
19	Klamath County School District	Oregon Tech, KCC, SOU, SOESD, Klamath Tribes	
20	Lane ESD	See partners column	
21	Malheur ESD	Head Start, DHS, Health groups, TCC, EOU, OSU Extension, Poverty to Prosperity, CTE Association	
22	MAPP Metro Area Pre-Service Partners	Potential for each EPP to tap into their partners	
23	Metropolitan Family Services	See list. Clear Impact Scored cards	Using Meyer Memorial Trust Grant, PSU Researchers
24	Net-Mending Network	Better Lesson, Greenways Academy and FIRST Educational Resources	Using ESDs or SD as fiscal
25	NW Regional ESD	UO, WOU, Stand, Mental Health	Grants, partners, ESD funding, \$1M for PL currently
26	Ophelia's Place	NA	
27	OR TAG Association	NA	
28	Oregon Science Project	STEM Hubs	
29	OSU	NA	
30	Portland Metro STEM	Hillsboro Join Water Commission, Intel, Oregon Zoo, ELL & Migrant summer program	
31	Southern Oregon ESD	Klamath Promise, CTE, Early Learning, Wrap-around services, College and Career for All, Migrant ELL Indian Ed, SpEd	
32	SOU Writing Project	SOU and Districts	
33	Wallowa ESD	Head Start, Local businesses, Center for Wellness, After school program	
34	Willamette ESD	OR Migrant Education Service Center and other partners listed	WOU, ESDs
35	ELLC	Urban Leaders	Considering Title I, II funds, Wallace inkind support
36	Culturally Sustaining Educator Network	Deeper Learning team and NWESD, Meyer Memorial Trust, Ed of Color Affinity Group, DDSD equity work, OEA, OR Indian Education Association, OR Assoc for Bilingual Ed, Coalition of Comm of Color	
37	American Indian/Alaska Native PLC	ODE, ESDs, Philanthropic groups, NAYA, OIEA	Meyer Memorial Trust
38	OAESD	All ESDs	



Educator Advancement Council

December 19, 2018

Docket Item #3.0

Docket Item: Ethics Training

Summary: Monica Walker, Program Analyst/Trainer for the Oregon Ethics Commission will review Oregon Ethics laws. Included in the packet:

- Government Ethics Laws Overview
- Government Ethics Laws Resource Chart

**OREGON
GOVERNMENT ETHICS
COMMISSION**



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GOVERNMENT ETHICS LAWS OVERVIEW

<p>Prohibited Use of Position or Office (ORS 244.040)</p>	<p>Public officials are prohibited from using or attempting to use their public positions to obtain financial benefits for themselves, relatives, household members, or businesses with which any is associated, if the benefit would not be available but for the public official holding the position.</p>
<p>Financial Interest in Public Contract (ORS 244.047)</p>	<p>A person who ceases to be a public official may not have a direct beneficial financial interest in a public contract (defined at ORS 279A.010) for two years after the date of its authorization, if the person played a significant role in authorizing (<i>i.e.</i>, selecting, executing, recommending, or approving) that public contract as a public official.</p>
<p>Limits to Accepting Gifts (ORS 244.025; see ORS 244.020(10))</p>	<p>Public officials and their relatives are limited to accepting gifts (defined at ORS 244.020(7)) worth no more than an aggregate of \$50 in a given calendar year from any individual source reasonably known to have an economic interest in the public official’s decision-making.</p>
<p>Conflicts of Interest (ORS 244.020(1); ORS 244.020(13); ORS 244.120)</p>	<p>When a public official, in an official capacity, is faced with making a decision, recommendation, or other action that “<i>would</i>” or “<i>could</i>” financially affect the official, a relative, or business with which either is associated, the public official is faced with an “<i>actual</i>” or “<i>potential</i>” conflict. A conflicted <i>member of a governing body</i> must provide notice of the conflict by making a public announcement, and if the conflict is “<i>actual</i>” (<i>i.e.</i>, “<i>would</i>” financially affect...) must refrain from participation in the matter. <i>Most other public officials</i> must provide written notice to a supervisor/employer. Either type of notice must state the nature of the conflict. A written notice must additionally request that the supervisor/employer dispose of the matter.</p>
<p>Nepotism Prohibitions (ORS 244.177 – 179)</p>	<p>Public officials may not directly – or participate in any interview, discussion, or debate to – appoint, employ, promote, discharge, fire, or demote a relative or household member of the public official. Public officials are also prohibited from supervising relatives and household members.</p>

* *NOTE: The terms “business”, “business with which the person is associated”, “member of the household”, “public official”, and “relative” are defined at ORS 244.020(2), (3), (11), (15), and (16), respectively.*

DISCLAIMER: This document presents a brief overview of the most generally applicable Oregon Government Ethics duties and may not account for all relevant laws, exceptions or circumstances. It is ***intended for use as a training tool only and should not substitute for review of ORS Chapter 244 or consultation with an attorney or the Oregon Government Ethics Commission regarding application of the law in a specific situation.***

Oregon Government Ethics Commission (OGEC) Resource Chart

TRAINING	In-Person & On-Site	Trainers are available to present training sessions or workshops on government ethics law, lobbying regulations and executive session provisions. You can request this training by calling our office at: 503-378-5105 or by completing a ‘request for training’ on-line at: https://www.oregon.gov/OGEC/Pages/training_request.aspx
	Webinars	OGEC offers Adobe Connect Webinars. These 30 to 60 minute trainings are presented live by an OGEC trainer using the internet. We offer several different classes each month or we can also provide customized webinar trainings: <ul style="list-style-type: none"> • Monthly Webinar Calendar (bottom of page): https://www.oregon.gov/OGEC/Pages/training.aspx • To register or arrange for customized webinar training please e-mail us at: ogec.training@oregon.gov
	iLearnOregon	These training modules are short, focused and convenient. This training focuses on government ethics law, lobbying regulations and executive session provisions. Anyone with an e-mail address can register to take classes through iLearnOregon, whether you are a public official or a private citizen. iLearnOregon can be accessed via the following links: <ul style="list-style-type: none"> • State employee – https://www.oregon.gov/OGEC/docs/training/ilearn_new_acct_state_employee_20101130.pdf • Non-State employee – https://www.oregon.gov/OGEC/docs/training/ilearn_new_acct_non_state_employee_20101129.pdf
GUIDANCE	Request Guidance on Ethics Related Issues/Situations	<ul style="list-style-type: none"> • Written – Send requests via e-mail to: ogec.mail@oregon.gov ; by fax to: 503-373-1456 or by U.S. mail to: 3218 Pringle Road SE, Suite 220, Salem, Oregon 97302-1544 • Telephone – 503-378-5105 • In-person – By visiting our office at the mailing address listed under “Written” above.
	Review Previously Issued Guidance	<ul style="list-style-type: none"> • Advice – https://apps.oregon.gov/OGEC/CMS/Advice • Opinions – https://www.oregon.gov/OGEC/pages/opinion_category.aspx
FORMS & PUBLICATIONS	Guide for Public Officials	Link to Guide and 2015 Supplement: https://www.oregon.gov/OGEC/Pages/forms_publications.aspx
	Public Records	Public Records Look-up: https://apps.oregon.gov/OGEC/EFS/Records To request copies of public records in the custody of the OGEC: https://www.oregon.gov/OGEC/Pages/public_records.aspx
	File a Complaint	Complaint form can be accessed via: https://apps.oregon.gov/OGEC/CMS/complaint

Do's and Don'ts of Oregon Government Ethics law



Monica J. Walker, Trainer
Oregon Government Ethics Commission

Introduction

Oregon Government Ethics Commission

- Enacted by voters in 1974
- 9 Members + Staff
- Agency Jurisdiction:
 - Oregon Government Ethics law - ORS Chapter 244
 - Executive Session provisions of Public Meetings law - ORS Chapter 192
 - Lobby Regulation law - ORS Chapter 171

Objectives

Understand how the Oregon Government Ethics laws apply:

- ✓ Use of Office / Position
- ✓ Private and Subsequent Employment
- ✓ Conflicts of Interest
- ✓ Gifts / Gift Limitations
- ✓ Nepotism
- ✓ Complaints and Sanctions

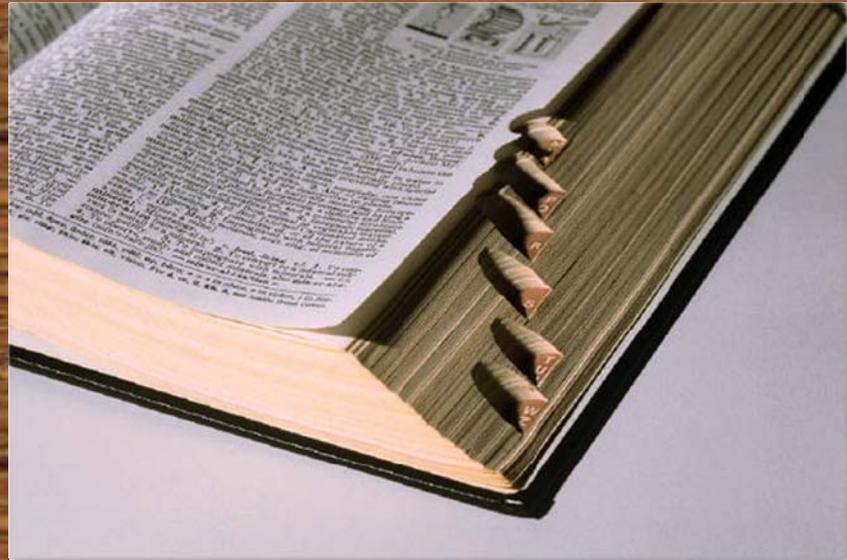
Awareness of where to find resources and gain assistance with Government Ethics issues.

SAFEGUARD OF THE PUBLIC TRUST

“The Legislative Assembly declares that service as a public official is a public trust, and that as one safeguard for that trust, the people require all public officials to comply with the applicable provisions of this chapter.” [ORS 244.010 (1)]



Definitions



- Who is a **“Public Official”**?
- Who is a **“Relative”** of a public official?
- Who is a **“Member of the Household”** of a public official?
- What is a **“Business’ with which the person is Associated”**?

Who is a **“Public Official”**?

ORS 244.020(15)

Any person who is **serving the State of Oregon** or any of its political subdivisions or any other public body, **as an elected official, appointed official, employee, agent or otherwise, irrespective of whether the person is compensated** for the service.



Who is a “Relative”? ORS 244.020(16)

- A public official's
 - *Spouse*
 - *Child, son or daughter-in-law*
 - *Parent, including stepparent*
 - *Sibling, including stepsibling*

-Same members of the public official's spouse's family
- Anyone for whom the public official has a *legal support obligation*
- *Anyone receiving benefits* of the public official's public employment
- Anyone from whom the *public official receives a benefit* of employment



Who is a **“Member of the Household”**?

ORS 244.020(11)

Any person who resides with the public official.



What is a “**Business**”? ORS 244.020(2)

- **Any** corporation, partnership, proprietorship, firm, enterprise, franchise, association, organization, self-employed individual and any other **legal entity operated for economic gain.**
- **NOT:**
 - **Public Body.**
 - Tax-exempt 501(c)(3) **non-profit** (*if* the public official or relative is associated only as a ***member, board director, or other unpaid position***).

A **Business Association?**

ORS 244.020(3)

“Associated with” a ***private business*** or ***closely held corporation*** if, a person or the person’s relative:

- Is a **director, officer, owner, employee, or agent**; *OR*
- Owned **\$1000+** in stock, equity interest, stock options, or debt interest during the **preceding calendar year**.

“Associated with” a ***publicly held corporation*** if, a person or the person’s relative:

- Is an **officer or director**; *OR*
- Owned **\$100,000+** in stock, equity interest, stock options, or debt interest during the **preceding calendar year**.



Financial Benefits

Prohibited Use Of Office

ORS 244.040(1)

Public official may not use or attempt use position or office to obtain financial gain or avoid a financial detriment for:

- the public official, a relative or household member, or any business with which any are associated, IF:
- the financial gain or avoidance of detriment would not be available **but for** the public official's holding the position or office.

* *Notwithstanding proper disclosure of conflicts of interest
(ORS 244.040(7))*

PROHIBITED USE OF OFFICE

Exceptions ~ ORS 244.040(2)

1. **Official Compensation Package**
2. **Honorarium** (*limit \$50 max*)
3. **Reimbursements**
4. **Unsolicited Awards for Professional Achievement**
5. **Gifts**
 - ▶ From a source that has an economic interest (*limit \$50 max*)
 - ▶ From a source that does not reasonably have an economic interest
 - ▶ Items excluded from the definition of “gift” (*ORS 244.020*)
6. **Legal Expense Trust Fund Contributions**



Private Employment

Use of Office (ORS 244.040) *continued...*

In general, public officials may obtain employment with a private employer or engage in private income-producing activity of their own. However, they:

- Must **not** use the position held as a public official to **create the opportunity** for additional personal income.
- Must **ensure a clear distinction** between use of personal resources and time for personal income-producing activity, and use of the public body's time and resources.

Guidelines To Private Employment

- Use no governmental body time
- Use no governmental body resources
- Take no official action that could financially impact your private enterprise
- Use no confidential information obtained through your position as a public official (ORS 244.040(4)&(5))
- Disclose all conflicts of interest
- No representing a client for a fee before your own governing body (ORS 244.040(6))



CONFIDENTIAL

Employment & Public Contracts

ORS 244.047

A person who ceases to hold a position as a public official **may not have a direct beneficial financial interest** in a public contract, for **two years** after authorization, **if** the contract was **authorized by**:

- The public official, in their capacity as a public official, OR
- The public body (board, committee, or council) that the public official was a member of when the contract was authorized.
 - ***UNLESS*** the person did not participate in the authorization of the contract.

* Authorize = performing a “significant role” in selecting a contractor or executing the contract; recommending approval; signing the contract.

(OAR 199-005-0035(6))



Conflicts of Interest

“Actual” Conflict of Interest

ORS 244.020(1)

- Any action
- By a person
- That **WOULD** result in financial benefit or detriment to the person or any business in which the person is associated

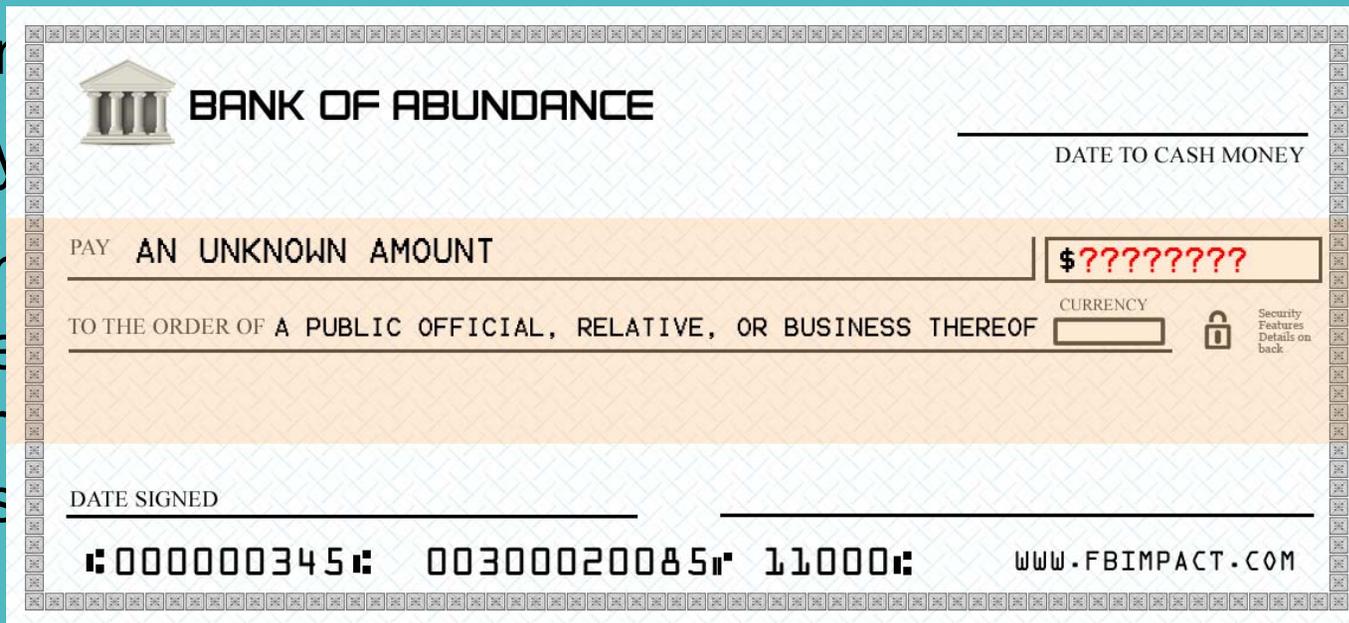


public official,
financial benefit or
official's relative
financial or relative is

Meaning that the financial effect of the action would occur **with certainty**.

“Potential” Conflict of Interest ORS 244.020(13)

- An
- By
- The
- de
- or
- as



Benefit or
relative
relative is

Meaning that the financial effect of the action is not certain.

**What Do I
Do When
Met With A
Conflict Of
Interest?**



Officials on Boards or Commissions & Elected Officials ~ ORS 244.120(2)

Must publicly announce the nature of the conflict of interest on each occasion the conflict arises.

- Must publicly announce **potential** conflicts of interest, on each occasion **before taking action**.
- Must publicly announce **actual** conflicts of interest, on each occasion, and **refrain** from participating in **discussion, debate, or voting** on the issue out of which the actual conflict arises.





Gifts

What is a “gift”?

ORS 244.020(7)



- Something of economic value
- Given to a public official, or public official’s relative or household member
- Without payment or other consideration
- That is **not offered to others** who are not public officials, their relatives or household members, **on the same terms and conditions.**

Gift Limit ORS 244.025

During a calendar year, a public official or a relative or member of the household of the public official may **NOT**:

- Solicit or Receive
- Directly or Indirectly

Calendar 2016

Bank holidays 2016 (UK)

1st January	28th March	2nd May	30th May	29th August	26th December	27th December
New Year's Day	Easter Monday	Good Friday	Early May Bank Holiday	Spring Bank Holiday	Christmas Day	Boxing Day
				August Bank Holiday		Substitute Day

Any gift(s) with an aggregate value exceeding **\$50** from any single source reasonably known to have a legislative or administrative interest.

What is **NOT** a “gift”?



*Items Expressly
Excluded From
The Definition Of
“Gift” In ORS
244.020(7)(b)
May Be Accepted
Without Limit.*



Relatives

ORS 244.020(16)

Household members

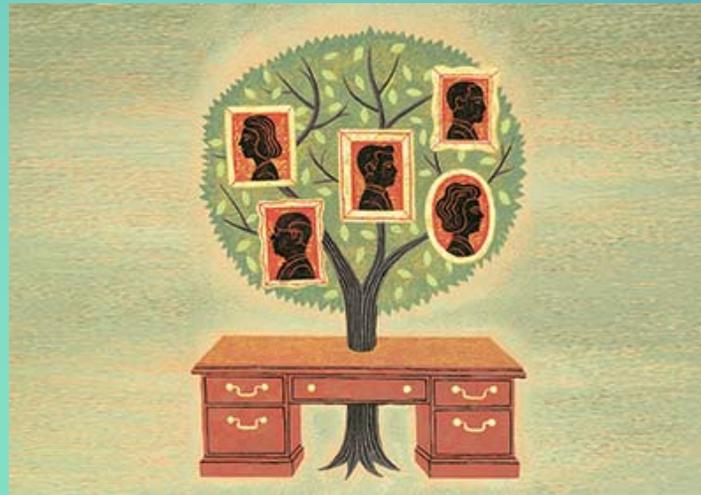
ORS 244.020(11)

Nepotism

Employing a Relative/Household Member ORS 244.177

A public official may not directly:

- Appoint
- Employ
- Promote
- Discharge
- Fire
- Demote



Without first complying with the Conflict of Interest requirements (...which usually requires refraining).

Nepotism cont'd...

A public official may not participate *in any interview, discussion or debate* to:

- Appoint
- Employ
- Promote
- Discharge
- Fire
- Demote



“Participate” IS NOT providing a reference, recommendation, or ministerial acts that are part of your regular job function

Exception For Unpaid Volunteers

If the relative or household member is an unpaid volunteer, nepotism rules do not apply.

The **public official may supervise and participate in any personnel action involving the person.**

* **Unless** it's an unpaid position as a member of a governing body (i.e., board, commission, or council member)



(ORS 244.177(3) & 244.179(3))



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Dear Sir,

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Agency Resources

- ***Requests for guidance***
 - ***Written (Staff Advice, Staff Op., Advisory Op.)***
 - ***Telephone***
 - ***In-person***
- ***Review previously issued guidance***
- ***Trainings (in-person, webinars, iLinc)***
- ***Public records***
- ***Electronic forms***

THANK YOU!

OREGON GOVERNMENT ETHICS COMMISSION

3218 Pringle Rd. SE Suite 220

Salem, OR 97302-1544

Email: ogec.mail@Oregon.gov

Phone: (503) 378 – 5105

Fax: (503) 373 – 1456

Web: <http://www.oregon.gov/OGEC/>

Trainer: Monica Walker

Email: monica.walker@oregon.gov

Phone: 503-378-2011



Educator Advancement Council

December 19, 2018

Docket Item #3.1

Docket Item: Public Meetings

Council Director Communication/Actions between Meetings

This is perhaps the most significant implication of serving on a committee as a public body. Deliberations among Directors regarding the group's business must be held in a public forum. This includes deliberations via electronic means such as telephone or email. These guidelines can help ensure the group does not deliberate and/or make decisions outside of a public setting:

- ✓ Successive email or telephone exchanges among multiple Directors could constitute deliberation and movement toward a decision. This should not occur.
- ✓ However, with accommodations for public notice and participation, subgroup consultations may be organized to accomplish specific "homework" assignments for review or action by the full group. Documents generated during this process, such as emails or drafts of work products, are public, and are subject to disclosure if requested under Oregon's public records law.
- ✓ Although information-gathering and fact-finding are allowable subjects of communication among Directors, we recommend email or phone conversations among group Directors be limited and conducted with care, as the distinction between information gathering and deliberation may be difficult to discern.
- ✓ Staff members may send agenda items, educational materials or purely informational emails to the group and are generally sent by blind copy to avoid inadvertent "reply to all". Forwarding and commenting amongst a subset of Directors should be avoided.
- ✓ A staff member seeking input from Directors of a work group or subcommittee on a draft work product may email each Director individually. Each Director should reply directly to the sender, without copying other Directors.
- ✓ The council functions as a single body; each Director recognizes they do not possess authority to take individual action.
- ✓ The Chair is the spokesperson for the Council, unless expressly delegated.
- ✓ Directors are encouraged to consult with staff regarding any concerns or clarification of Public Meetings Law requirements; detailed information on public meetings is available on the Oregon Department of Justice website [here](#).



Ideas for RFPs Generated at Nov EAC meeting

- Emphasize role of teacher voice/leadership in determining the professional learning system needs
- Focus on systems, systems changes and improvements and how they relate to priorities of EAC
- Discuss movement towards non-competitive grants for school districts to participate in a network
- Establish connections with potential RFP proposers prior to request
- Emphasize need for efforts to become sustainable through a focus on system improvements
- Define Educator Networks
- Define partnerships
- Consider how to guide messaging to develop teacher voice, understanding, and participation in this process/work
- Identify and fill gaps geographically, previously non-funded districts, etc.
- Define key values, shared understanding, and beliefs about what the Networks should be focusing on?
- What is needed to support the Network locally? Define coaching and TA that will be provided.
- Require 50% of advisory group be educators per SB 182
- Reinforce equity and culturally responsive practices with definitions and examples and how they are systematized
- Consider how to allow work to impact paraeducators
- Define and amplify structural Integrity
- Clarify questions raised by RFIs – be more specific
- What do we want from the Networks?

- Is there a problem your network is trying to solve where there is a system in place to address?
- More meaningful information and examples about how partners work together
- Define and illustrate what teacher leadership can look like?
- Explicitly define what we are asking of sponsoring organizations
- Define how Networks will continue financially after the first two years – sustainability in funding
- Determine and share changes allowable in how districts support novice teachers and administrators, not just mentoring

Other ideas added by staff since November meeting

- ⇒ Request contact person and contact information
- ⇒ Request official title of network
- ⇒ If appropriate ask for 25-word description of proposed network
- ⇒ Provide prompts on various types of partners anticipated
- ⇒ Provide elements of rubrics that would be used to review the RFPs
- ⇒ Reference original intent/purpose of networks in SB 182 and allowable uses of funds of network
- ⇒ Include template outlining possible outcome metrics that may be required of recipients of funds as well as flexibility for individual network outcomes
- ⇒ Require participation in a Design Institute prior to submission of RFP
- ⇒ Require proposers to address how their needs mirror/align with one or more of the Governor's Council recommendations
- ⇒ Provide easy to understand language on aspects of continuous improvement
- ⇒ Consider word count or page limitations on questions
- ⇒ Reminder that priorities can change, e.g. cyclical nature of EAC Network proposals every two years
- ⇒ Provide timelines for when funding would be anticipated to be received



Substitute Teacher Expense Reimbursement

The Educator Advancement Council (EAC) will reimburse substitute teacher costs for EAC Directors whose absence requires a teaching substitute. The district business office will submit an invoice to:

Educator Advancement Council
c/o Chief Education Office
255 Capitol Street NE, 4th Floor
Salem, Oregon 97310

for reimbursement costs for the actual substitute, not the director, within 60 days of the actual expense, or adoption date of this directive, whichever is later. The invoice should clearly indicate:

- ✓ Name of attending director;
- ✓ Name, date and location of meeting;
- ✓ EAC contact person authorizing substitute reimbursement; and
- ✓ Substitute name and cost.

The EAC Administrative Agent will facilitate invoice approval and forward to the Oregon Department of Education for payment.

Internal Use – ODE directions:

1. The EAC Administrative Agent will review the invoice for completeness, approve and forward to the appropriate ODE staff with a copy of the Director's appointment letter.
2. If questions remain, please contact debbie.green@state.or.us or call her at (503) 373-1283.

STRATEGIC ANCHORS

Vision: Oregon educators across the state are supported in engaging and teaching every child to help them realize their dreams.

Mission: We empower, support and diversify Oregon’s educator workforce through local, educator-led networks and statewide resources to provide the quality teaching and learning Oregonians desire.

CORE VALUES

- Great teaching and learning is dependent on great educators.
- Teachers know what they need to help students succeed.
- The educator workforce should reflect the student population diversity
- Professional learning is a seamless system, beginning with early learning.
- Professional learning should be educator-led, community-driven, and equity-focused.
- Investments made in educator development should be sustainable over time.

ROLE OF VALUE

We rely on teacher experience and wisdom and work across geography and traditional silos to deliver improved support and professional learning to educators.

REPUTATION

TBD

Three-Year STRATEGIC IMPERATIVES—AREAS OF FOCUS

Establish and implement educator networks

Develop an equitable funding model reaching all areas of the state

Build awareness of the EAC and networks

Three-Year GOALS

- Increase in the retention rates of new and experienced teachers and administrators
- Increased number of new educators coming into the field
- Increase in the number of ethnically and linguistically diverse teachers and administrators
- Improvements in teaching and learning conditions survey results (e.g., questions on school and teacher leadership and professional learning)

- Increase in the percentage of districts receiving EAC funding
- Increase in percentage of novice teachers and administrators who receive support
- EAC funding reaches every region of the state
- Trend data supports system changes

- Classroom teachers and community organizations are involved in network development and implementation
- Legislators view EAC as the central program for addressing educator workforce issues
- Enhanced visibility (e.g., earned media, social media followers, and website visits)

INITIATIVES

How will we prioritize our work?
To be completed at the end of strategic planning or in subsequent planning as the strategic plan is operationalized.