

**CITY OF COOS BAY CITY COUNCIL**  
**Agenda Staff Report**

<b>MEETING DATE</b> June 17, 2014	<b>AGENDA ITEM NUMBER</b>
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TO: Mayor Shoji and City Councilors  
FROM: Rodger Craddock, City Manager  
ISSUE: City Appointment to the SCCF Board of Directors

**BACKGROUND:**

At the Council's May 20, 2014 meeting, the Council discussed the director appointment process to the South Coast Community Foundation (SCCF). Based on the discussion, staff set up and advertised an application process for persons interested in consideration for the position. Mayor Shoji volunteered to serve on the SCCF Board on an interim bases until a representative is chosen.

During the Council's June 3, 2014 meeting, the Council discussed the possibility of appointing a council member to the position as the other Bay Area Enterprise Zone members had assigned elected or appointed representatives from their organizations, and as Councilor Leahy has indicated his desire to serve in the position. At that time, it was decided to delay action until after the Council had an opportunity to review submitted applications.

Staff received the attached application which was submitted after the application deadline had passed. The Application is attached for your review.

**ADVANTAGES:**

The SCCF bylaws affords the Council an opportunity to place a qualified individual on the SCCF Board who can work with the other appointed directors to help ensure the SCCF can carry out its mission to the benefit of our community.

**DISADVANTAGES:**

None identified.

**BUDGET IMPLICATIONS:**

None

**RELATED CITY GOAL:**

This matter is directly related to the City's goal "to create a vibrant community for City citizens..."

**ACTION REQUESTED:**

If it pleases the Council, please appoint the City's director representative to the South Coast Community Foundation Board of Directors.

1555 Kingwood Ave.  
Coos Bay, OR 97420  
541-297-8115  
[coosbaymartin@gmail.com](mailto:coosbaymartin@gmail.com)

Coos Bay City Council  
City of Coos Bay  
500 Central Ave.  
Coos Bay, OR 97420

June 9, 2014

RE: South Coast Community Foundation Board

Dear Mayor Shoji and Councilors,

I would like to request that you consider appointing me as the City's choice for the South Coast Community Foundation's Board of Directors. I believe my background makes me uniquely suited to this position.

Having spent four years on the Board of the Coos Bay School District, the last two as Chair, I am intimately acquainted with the needs of our local districts and with the state-wide funding environment in which they must attempt to operate. Our Board has also been trained to make all of our decisions based on research and data, with a constant focus on the direct impact of our decisions on student instruction and achievement. The SCCF Board will, I hope, apply the same rigor to its decisions.

In addition to my school board experience, I am also a non-practicing attorney. When in practice in Arizona, I devoted a substantial portion of my time to representing schools, school districts and school administrators. I continue to have a working knowledge of most of the legal issues that arise in public education. When not working on school law issues, I worked on large-scale commercial litigation, frequently involving the financial world. While I am no expert on endowment investing on the scale that the SCCF will have to confront, I am comfortable working with and making decisions that will affect the large sums that the SCCF may ultimately control. During that time I was also a board member of the Global Ethics and Religion Forum, an educational non-profit based in Orange County that worked internationally to foster discussion of global issues from multiple religious perspectives.

Finally, I spent three years as a high school history and English teacher. My experience as a classroom teacher, though increasingly distant, continues to inform all of my views and decisions relating to education.

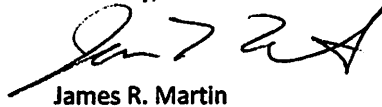
As I stated at your meeting last month, I think it appropriate that the City of Coos Bay appoint someone with strong ties to the Coos Bay School District to sit on the SCCF Board. The District is, after all, the City's district. All of your constituents are also ours.

I certainly understand that you may choose to appoint someone from your own ranks or someone with less overt connections to the District or to public education. You may find this appropriate given that the SCCF Board will hopefully be advised by a panel of educators representing most if not all of the districts that it will ultimately serve. My interest in serving on the SCCF Board does not stem solely from my position on the School Board, however. Rather, it arises from the mix of experiences in my background and my knowledge of our local community.

I have one more year on my present term with the School Board (and I will not serve as Board Chair next year). My interest in the SCCF Board will continue independent of whether I am elected for another term on the School Board, and I would regard it as a permanent commitment. Indeed, if not appointed by the City, I hope to be considered for one of the at-large positions on the SCCF Board.

Please feel free to contact me if I can provide you with any further information. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim Martin', with a stylized flourish at the end.

James R. Martin



City of Coos Bay  
at your service

POSITION APPLIED FOR: South Coast Community Foundation

DATE June 9, 2014

## Applicant Information

NAME Martin, James Russell  
Last First Middle

ADDRESS 1555 Kingwood Ave

CITY Coos Bay STATE OR ZIP 97420

TELEPHONE Home 541-269-1373 Message \_\_\_\_\_

Work \_\_\_\_\_ Cellular 541-297-8115

Best time to call: At work Any At home Any

May we contact you at work? Yes ☒ No ☐

EMAIL ADDRESS coosbaymartin@gmail.com

Do you have a valid Driver's license? Yes ☒ No ☐ Type of license Oregon general

Do you speak ☐ or write ☐ any languages fluently other than English?

Which language(s)? \_\_\_\_\_

Are you seeking ☐ FULL-TIME ☐ PART-TIME ☐ SEASONAL employment?

Have you been a member of the Oregon PERS Retirement System in the past? Yes ☐ No ☒

Do you have a high school diploma or GED certificate? Yes ☒ No ☐

## Background Information

Have you ever been convicted, pled Guilty or No Contest, or forfeited Bond or bail for any crime other than traffic violations? Yes ☐ No ☒

If yes, please explain. (Conviction does not necessarily disqualify you from employment).

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## Employment Experience

Please account for all periods of employment. Attach additional sheets if more space is needed. Begin with current or most recent employer and include all work history relevant to the position applied for. Include volunteer experience. Completion of this section is required.

**Job Title** Coos Bay School District Board Member **Start date** 10/2010 **End Date** --  
**Employer** CBSD #9  
**Address** 1255 Hemlock Ave  
**Telephone** 541-267-1310  
**May we contact this employer?** Yes ☒ No ☐ **Direct Supervisor** N/A  
**Number of people you supervised** \_\_\_\_\_ **Starting Salary** \_\_\_\_\_ **Ending Salary** \_\_\_\_\_  
**Reason for leaving** \_\_\_\_\_  
**Duties and responsibilities** School Board Member, Currently Board Chair

**Job Title** Attorney **Start date** 09/2000 **End Date** 09/2003  
**Employer** Lewis and Roca, LLP  
**Address** 201 E. Washington St, Suite 1200, Phoenix, AZ 85004  
**Telephone** 602-262-5311  
**Number of people you supervised** \_\_\_\_\_ **Starting Salary** \_\_\_\_\_ **Ending Salary** \_\_\_\_\_  
**Reason for leaving** Moved out-of-state  
**Duties and responsibilities** Attorney in corporate litigation department with emphasis on school law

**Job Title** High School Teacher **Start date** 9/1993 **End Date** 6/1996  
**Employer** Tucson Unified School District  
**Address** 1010 E. 10th St, Tucson, AZ, 85719  
**Telephone** 520-225-6000  
**Number of people you supervised** \_\_\_\_\_ **Starting Salary** \_\_\_\_\_ **Ending Salary** \_\_\_\_\_  
**Reason for leaving** Enrollment in law school  
**Duties and responsibilities** High school English and history teacher

**Job Title** \_\_\_\_\_ **Start date** \_\_\_\_\_ **End Date** \_\_\_\_\_  
**Employer** \_\_\_\_\_  
**Address** \_\_\_\_\_  
**Telephone** \_\_\_\_\_  
**Number of people you supervised** \_\_\_\_\_ **Starting Salary** \_\_\_\_\_ **Ending Salary** \_\_\_\_\_  
**Reason for leaving** \_\_\_\_\_  
**Duties and responsibilities** \_\_\_\_\_

## Education and Training Summary

### COLLEGES, NURSING, MILITARY, TRADES, BUSINESS OR OTHER SCHOOLS ATTENDED

Name of School and Location	Total Number of Hours	Type of Training or Major	Name of Certificate or Degree Received
Wake Forest University School of Law		Law	J.D.
Swarthmore College		English/Education	B.A.

## Licenses and Certificates

List below any licenses/certificates that you have that may be required for this position.

Title of License or Certificate \_\_\_\_\_  
Number \_\_\_\_\_ Issuing Agency \_\_\_\_\_ Expiration Date \_\_\_\_\_

Title of License or Certificate \_\_\_\_\_  
Number \_\_\_\_\_ Issuing Agency \_\_\_\_\_ Expiration Date \_\_\_\_\_

## Certification of Information/Release

### BY MY SIGNATURE BELOW, I:

Authorize the investigation of all matters which the City of Coos Bay deem relevant to my qualifications for employment, including all statements made in this application and in any attachments or supporting documents and in any interviews. I authorize you to request and receive such information and I release from all liability any persons (such as current or former supervisors, co-workers, etc.) employers or other entities (schools, etc.) supplying it. I also release you from all liability, which might result from making the investigation.

Certify that the facts and information given in this application, in any attachment or supporting documents and in any interviews are (or will be) true and complete to the best of my knowledge. I understand that any falsification, misrepresentation or omission as well as any misleading statements or omissions, generally will result in denial of employment or immediate termination, regardless of when or how discovered.

Understand that I may be required to submit to pre-employment or post-employment physical examination or other professional examinations, medical inquiries and/or urinalysis tests for the presence of drugs or alcohol. I agree to such examinations inquiries or testing. I authorize release of the results to the City to evaluate my suitability for employment. I release the City from all liability arising out of or connected with any examinations, inquiries or testing.

Understand and agree that if I am hired the statements in these paragraphs will become a binding part of my employment relationship. I have read each of these statements. I have reviewed all of the information provided in this application and in any attachments or supporting documents.

Understand that if I am hired as a temporary employee, I cannot expect continued employment in a temporary position or to automatically become a regular employee. As a temporary employee, I may be disciplined or discharged from employment for any lawful reasons without warning.

**NOTE:** Applications or resumés cannot be returned. Please make necessary copies before submitting application. A separate application is required for each individual vacancy. Unsigned applications will not be processed.

Signature: \_\_\_\_\_

Date: June 9, 2014



**CITY OF COOS BAY  
APPLICATION FOR EMPLOYMENT**

500 Central Avenue – Coos Bay – Oregon 97420  
(541) 269-8915

**AUTHORIZATION FOR RELEASE INFORMATION**

To Whom It May Concern

I respectfully request and authorize you to furnish the City of Coos Bay with any and all information that you may have concerning me, my employment and educational records.

I hereby release you, your organization and others from any liability or damage which may result from furnishing the information requested.

James Russell Martin

\_\_\_\_\_  
Print Name

  
\_\_\_\_\_  
Signature

June 9, 2014

\_\_\_\_\_  
Date