



Board Policy Equity Lens Tool

Title of board policy being reviewed:

BBE-Vacancies on the Board

Describe the purpose of this policy:

The purpose of this policy is to establish a clear, transparent, and legally compliant process for filling vacancies on the Board. It outlines application, eligibility, public review, interview, appointment, and term requirements while ensuring the process occurs through open Board meetings.

What is your experience with this policy:

Board vacancy policies provide important structure for maintaining continuity in governance while ensuring appointments occur transparently and consistently. From an equity perspective, the effectiveness of this policy will depend particularly on how broadly the vacancy is communicated and whether the application process is accessible to the full range of eligible community members.

What is the plan to communicate this policy to staff, students, and/or families? What is the plan to communicate this policy to linguistically diverse students and their families?

This policy and a summary of this policy will be available on the MESD web page. The summary of this policy is also available on the MESD website in Spanish, Chinese, Russian, Somali, and Vietnamese and, upon request, the summary and/or policy may be translated into other languages.

Is this policy:

Easy to locate for staff?

This policy and a summary of this policy will be available on the MESD web page. The summary of this policy is also available on the MESD website in Spanish, Chinese, Russian, Somali, and Vietnamese and, upon request, the summary and/or policy may be translated into other languages.

Accessible to students and families?

This policy and a summary of this policy will be available on the MESD web page. The summary of this policy is also available on the MESD website in Spanish, Chinese, Russian, Somali, and Vietnamese and, upon request, the summary and/or policy may be translated into other languages.

Included in onboarding, intake, or other training?

This policy will be communicated to the Board at its next Regular Session meeting as well as be available in the handbook. The policy will also be posted on the district website for easy access.

Clear and easy to understand?

Yes. The policy provides a clear, step-by-step process for filling a Board vacancy, including timelines, eligibility requirements, public interviews, and appointment procedures. Posting application information on the ESD website also helps make the process transparent and accessible.

People

How are people affected positively or negatively by the policy? What potential barriers might people encounter? What barriers might be reduced by this policy?

The policy positively supports transparency and equal opportunity by establishing an open application period and publicly defined eligibility requirements. Open review and interviews also allow the community to observe the selection process.

Potential barriers include limited awareness of vacancies, language or technology barriers, unfamiliarity with Board service, and the time required to participate in the application and interview process. Clear outreach can help reduce these barriers.

Can you identify the racial or ethnic groups affected by this policy, program, practice, or decision? Do you know the potential impacts to these populations? If you don't know, how will you find out?

The policy applies equally to all eligible residents. However, communities historically underrepresented in public governance may be less likely to apply if recruitment relies primarily on traditional communication channels or existing networks.

Broad and culturally responsive outreach can help ensure that people from diverse racial, ethnic, and cultural communities are aware of the opportunity and understand the application process.

Were these populations involved in any way, at any point in the development, implementation, and evaluation of this policy? If so, when and how?

The policy primarily reflects Oregon statutory requirements and governance practices. The policy does not indicate that specific community populations were directly involved in its development.

Community involvement can be strengthened during implementation through broad communication of vacancies and by seeking feedback about whether the application and appointment process is accessible.

What priorities and commitments are communicated by this policy?

The policy communicates commitments to transparency, public accountability, legal compliance, and orderly Board governance. The use of open meetings for application review, interviews, and appointment demonstrates a commitment to a visible and accountable selection process.

Place

What kind of positive or negative environment are we creating?

What are the barriers to more equitable outcomes? (e.g. mandated, political, emotional, financial, programmatic or managerial)

The policy creates an open and transparent governance environment in which community members have an opportunity to apply for Board service.

Barriers to equitable outcomes may include limited awareness of Board opportunities, technology or language access, work and family obligations, and perceptions that Board service requires specialized knowledge or prior connections. Geographic residency requirements for zoned positions may also limit the eligible applicant pool, although those requirements support geographic representation.

Power

How is the power of decision-making shared with those it affects?

How have you intentionally involved the communities affected by this policy, program, practice, or decision?

The public application process creates an opportunity for eligible community members to seek appointment, and conducting the review and interviews in open meetings provides transparency to the broader community.

Final appointment authority remains with the elected Board. Power-sharing can be strengthened through broad outreach, accessible application materials, and clear communication about how community members can participate in or observe the process.

Process

Does the policy, program, or decision improve, worsen, or make no change to existing disparities?

Does it create other unintended consequences?

The policy has the potential to improve equity by creating a consistent and transparent process rather than relying on informal recruitment or appointment practices.

However, disparities could persist if awareness of vacancies is uneven. An unintended consequence could be an applicant pool that does not reflect the diversity of the ESD community if recruitment is limited primarily to website postings or established networks.

Plan

How will you reduce the negative impacts and address the barriers?

Negative impacts can be reduced by broadly publicizing vacancies, providing accessible and plain-language application materials, offering language access when needed, and intentionally communicating opportunities through diverse community networks. Consistent application and interview procedures can also help ensure that all applicants have equitable access to the process.