

## Introduction to the School Board

Thanks for your interest in the work of the Umatilla School Board. This guide ([English Spanish](#)) to a Board meeting is a helpful resource for understanding the roles and responsibilities of the School Board and meeting structure. If you attend a meeting in person and wish to speak, please complete a [comment card](#) (printed copies are available at the meeting). Public comment is also accepted [via online survey](#). New survey responses are shared with the board each meeting. It can be helpful to review the [Board Staff Operating Principles](#) document to understand the roles of the board and the roles of the superintendent and staff. The Board does not respond during public comment but may utilize information given during future decisions. [Board policies are available online](#) and the system is searchable by keyword.

## Personnel Concerns

As per Umatilla School District Board Policy BDDH speakers may offer objective criticism of district operations and programs, but the Board will not hear complaints concerning individual district personnel. Please see the [Umatilla School District complaint procedure](#) for formal complaints.

## Agendas and Packets

While board agendas and packets are always posted 24 hours ahead of the meeting and available via Board Book, it can be difficult to know what might be coming up to know if it's worthwhile to view the livestream or attend a meeting. The following is a collection of information to help guide what is likely to be on each month's agenda. Please keep in mind, this is a guide only, for specific and confirmed agenda items, please view the full agenda available in Board Book.

Much of the topics each board meeting are driven by associated Oregon Department of Education data points and actions. [Here's the Oregon Department of Education's](#) annual calendar of collections to help see what might be a topic of discussion at a board meeting from a relevant report.

## Commonly On Agenda Every Month:

- Reports
  - From each school and department
  - HR Report
  - Financial Status and Payments
- IMESD Talking Points
- Staff and Community Recognition
- Policy Updates

## Common Topics By Month:

### July

- Note: The board does not always have a July meeting, please phone the District Office if you'd like to check on this at 541-922-6500.
- Elect
  - The board elects the chair and vice chair at the first meeting of each fiscal year (either the July or August meeting).

### August

- Approve
  - Extra Duty Assignments

- Handbooks
- Organizational and Procedural Resolution
- Adopted Curriculum List
- Board/Staff Operating Principles
- Communicable Disease Plan

## **September**

- Approve
  - Board Goals
  - Superintendent Goals
- Discuss
  - Student Enrollment Trends
  - Summer School

## **October**

- Approve
  - Student Investment Account Update
  - District Application for Federal Funds
  - Division 22 Assurances
  - District Progress Report
- Discuss
  - Student Enrollment Trends
  - Summer School
  - OSBA Convention

## **November**

- Approve
  - OSBA Ballot Items

## **December**

- Discuss
  - Staff, Family and Student Surveys

## **January**

- Discuss
  - Set Superintendent evaluation date/time
  - Set bargaining date and team
  - Survey results

## **February**

- Approve
  - Admin/Confidential/Supervisory Salary Ratios
  - Appoint Budget Committee Members
  - Set Budget Committee Calendar
  - Superintendent Evaluation
  - MAPS data

## **March**

- Approve
  - Renewal of contracts
  - School calendar for coming year

## **April**

- Approve
  - Supplemental budgets

## **May**

- Approve
  - Ratify negotiated contracts

## **June**

- Approve
  - Budget
  - Curriculum Adoption
- Discuss
  - MAPS data