Special Meeting
Thursday, October 22, 2026 6:30 PM

District Office Board Room
1555 SW 35th Street
Corvallis, OR 97333

# Agenda

I. CALL TO ORDER (6:30 PM)*
II. ACKNOWLEDGMENT OF NATIVE AMERICAN HERITAGE MONTH

Corvallis School District 509J

**ACKNOWLEDGEMENT OF NATIVE AMERICAN HERITAGE MONTH**
**Resolution Number 21-1003**

WHEREAS, the Corvallis School District recognizes and pays tribute to the significant contributions made in our community by Native American people which includes American Indians, Alaska Natives, and Native Hawaiians as well as Indigenous people from Canada, Mexico, Central America, South America, and the broader Pacific Islands; and

WHEREAS the Corvallis School District affirms that Native American students, families, staff, and community members should be valued for all aspects of their identities; and

WHEREAS, Native American Heritage Month grew out of efforts began by Dr. Arthur C. Parker of the Seneca nation's work with the Boy Scouts of America in adopting American Indian Day in 1912; and

WHEREAS, Rev. Sherman Coolidge of the Arapaho nation, and then president of the Congress of the American Indian Association, first proclaimed American Indian Day on Sept. 28, 1915, then calling on the nation to observe this day; and

WHEREAS, Red Fox James of the Blackfoot nation traveled across the country on horseback to gain endorsement of 24 state governments to hold a day to honor Native Americans nationally before presenting it to the White House on December 14, 1915; and

WHEREAS, American Indian Day was first declared May 1916 in the State of New York; and

WHEREAS, Native American Awareness Week was first proclaimed nationally in 1976; and

WHEREAS, what was then called National American Indian Heritage Month was first proclaimed nationally in 1990; and

WHEREAS, the Kalapuya people have called the Corvallis area and Willamette Valley home since time immemorial; and

WHEREAS, the Confederated Tribes of the Grand Ronde Community of Oregon and the Confederated Tribes of Siletz Indians continue to maintain their ancestral and cultural connections to the Corvallis area and broader Willamette Valley; and

WHEREAS, there are countless cultural heritages represented by Native American peoples; and

WHEREAS, The State of Oregon has a documented history of anti-Indigenous actions based on colonization which includes genocide, forced removals, deprivation, broken treaties, and the outlaw of Native American cultural practices; and

WHEREAS, education has been misused as a tool of colonization in Oregon serving to sever Native American children from their families, languages, and cultural heritages through boarding/residential schools beginning with the Indian Training School at Forest Grove which later moved and became Chemawa Indian School in Salem; and

WHEREAS, Native American Heritage Month provides an opportunity to continue the District's growth in learning about the many contributions of Native American people to the nation, world, and local community; and

WHEREAS, education is a necessary component for creating a more equitable and anti-racist community, nation, and world; and

WHEREAS, The Corvallis School District has made a commitment to equity and anti-racism; and

WHEREAS, The Corvallis School District has a responsibility to honor and respect the diverse histories of our community; and

WHEREAS, the Corvallis School District believes each and every student must be celebrated and appreciated for the distinct and vibrant contributions made by sharing cultures, language, ideas, beliefs and values within a school community.

Therefore, let it be resolved by the Board of Education of the Corvallis School District:

does hereby proclaim **November 2021,** as well as each November annually, as **Native American Heritage Month** in the District and strongly encourages students, families, staff, and community members to join in existing local celebrations; and

encourages all schools in the district to help highlight this month in grade appropriate ways as well as highlight the contributions of Native American peoples to the local community, nation, and beyond both, historically and in current times.

Adopted by the Board of Directors of School District No. 509J (Corvallis) of Benton and Linn Counties, Oregon, at its regular meeting this 21st day of October, 2021.

**Signed:**

Sami Al-Abdrabbuh
Board Chair

**Attested:**

Ryan Noss
Superintendent

S:\DO\Super\Kim\BOARD\ACTION\2021\10-21-21\Res No 21-1003 - Native American Heritage Month.docx

III. STUDENT REPRESENTATIVE REPORTS
IV. OSBORN AQUATIC CENTER UPDATE
**Presenter:** Kim Patten

# CORVALLIS SCHOOL DISTRICT
# Osborn Aquatic Center Update
# October 22, 2026

## Background & Overview

Built in 1977, the Osborn Aquatic Center has served as a vital community hub for aquatic recreation for decades. In October 2024, the facility was closed due to a structural failure caused by significant roof steel corrosion. To mitigate immediate risk, the City of Corvallis installed temporary shoring to secure the roof structure.

Following a facilities assessment conducted in the fall of 2025, the Corvallis School District prioritized key repairs necessary to safely reopen the pool. On July 1, 2026, the School Board of Directors approved a **$5,212,000 contract** with Eagle Mountain Construction. The current project scope focuses on essential repairs, including structural roof remediation, HVAC system replacement, and necessary safety compliance updates.

## Key Project Milestones

| Key Milestone | Target Date | % Complete | Notes |
|---|---|---|---|
| Construction Permits | August 2026 | 100% | Permits in hand |
| Pool Closure | August 31, 2026 | 100% | City staff relocated equipment & operations. |
| Contractor Mobilization | September 2026 | 100% | On-site work commenced Sept 14, 2026. |
| Project Funding | April 2026 | 90% | Collaborating with community partners |
| Project Completion | November 2027 | 7% | Underway |

## Current Construction Activity

The City of Corvallis closed public operations on August 31, 2026, allowing staff to pack equipment and ready the facility for construction. City staff have relocated to other municipal facilities during the construction period and have collaborated smoothly with the District and Eagle Mountain Construction.

Eagle Mountain Construction and its subcontractors mobilized on September 14, 2026. Work on the exoskeleton, including pressure washing and painting, is currently underway.

The project team is actively working on solutions to provide an operational bulkhead and scoreboard. While these items were not in the base budget, a recent grant from Travel Oregon specifically requires functional bulkhead and scoreboard systems to support competitive meets that drive regional economic development. Targeted fundraising is ongoing to ensure these key components are fully funded and operational.

Kailee Simons, our Project Manager from Wenaha Group, is leading conversations with Energy Trust Oregon for possible incentives to offset costs of construction.

# CORVALLIS SCHOOL DISTRICT
## Osborn Aquatic Center Update
## October 22, 2026

### FINANCIAL SUMMARY AS OF October 14, 2026

| | |
|---|---|
| Legislative Grant - Lottery Funds | $4,045,092 |
| Corvallis School District | $500,000 |
| City of Corvallis | $500,000 |
| Benton County | $100,000 |
| Friends of Parks & Recreation / Voices for Osborn | $105,781 |
| Travel Oregon Grant | $500,000 |
| **Total Revenue** | **$5,750,873** |
| **Total Budget** | **$6,378,900** |
| **Funding Gap Due by 4/1/26** | **$628,027** |

| | |
|---|---|
| Paid to Date | $494,713 |
| Projected Cost to Completion | $5,884,187 |
| Total Project Costs | $6,378,900 |

### Fundraising Activity & Community Support

On September 23, 2026, the Travel Oregon Board of Commissioners awarded **$500,000** to the District to support the facility reopening and competitive event infrastructure. Since reaching the 90% milestone, the Friends of Parks & Recreation has received additional individual donations, and the City of Corvallis has applied for a supplemental grant.

On October 7, 2026, District and community partners gathered to celebrate reaching **90% of our funding goal**. A special thank you to the State Legislature, City of Corvallis, Benton County, Voices for Osborn, Friends of Parks & Recreation, and Travel Oregon for making this possible.

While we are optimistic about fully closing the remaining $628,027 gap, continued community support is vital.

### How You Can Help

Community members wishing to contribute can make tax-deductible donations through the Corvallis School District or the Friends of Parks & Recreation websites.

# CORVALLIS SCHOOL DISTRICT
## Osborn Aquatic Center Update
## October 22, 2026

## Project Photos




*Osborn Aquatic Center Milestone Celebration*
*October 7, 2026*



*Power washing the roof in preparation for paint on the exoskeleton*



*Painting the steel exoskeleton*

V. DIVISION 22 STANDARDS
**Presenter:** Melissa Harder

Corvallis SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Melissa Harder
Meeting Date: October 22, 2026

## Division 22 Standards for 2025 - 2026 School Year **ACTION REQUESTED**

### Background

School district superintendents are required to provide a Division 22 Report to their local school board regarding the district's standing with respect to all Standards for Public Elementary and Secondary Schools as outlined in Oregon Administrative Rules 581-022-2305.

By November 1, 2026, school district superintendents are to report to their local School Board on the district's compliance with all Division 22 Standards in effect for the 2025-2026 school year and to post the Division 22 Community Report for the 2025-2026 school year on their district website. ODE also recommends that superintendents inform School Boards if there have been any recent changes in policy or practice that may take the district out of compliance with any of the Division 22 Standards during the current school year (2026-2027).

The standards that districts must meet contain requirements relating to the five Priorities for Student Success as identified in Oregon's Reimagined Accountability Framework:

- High-Quality Learning Experiences for All Students
- Aligned and Focused Educational Systems
- Engaged Partners and Communities
- Safe and Inclusive Schools
- Committed and Supported Staff

The Division 22 Compliance Report is formatted into categories described in the infographic here.

After completing the local reporting process, districts submit their report to ODE by November 15, 2026.



## Compliance Overview

The Corvallis School District has no corrective action to report for the 2025-2026 school year.

## Updates to Division 22

**New Evaluation Standards for Educational Leaders**

Administrator Standards (OAR 581-022-2420)

In June 2025, the State Board of Education adopted the Professional Standards for Educational Leadership (PSEL). As PSEL standards are already used for licensure purposes by the Teacher Standards and Practices Commission (TSPC) and aligned with those used for administrator preparation, this change will increase cohesion and clarity for leaders across the system. Districts are working with ODE to fully implement these standards by September 30, 2027.

In our district, our monthly Leadership Team meetings include a standing PSEL agenda item where we unpack the standards and translate them into specific and actionable skills, behaviors, and knowledge.

**Reporting Student Instructional Time**

On April 16, 2026, Governor Kotek issued Executive Order 26-06: Preserving Student Instructional Time. The purpose of the executive order is to ensure that all Oregon students have access to sufficient and high-quality instructional time to support their success in school. School districts and public charter schools were prevented from further reducing student instructional time during the 2025-26 school year and in the future as a result.

ODE conducted an initial survey in May 2026 to gather baseline data on the amount of instructional time districts provide. ODE will collect actual time provided for 2025-26 as part of the November 2026 Division 22 Standards assurances. The required instructional time is detailed in temporary rule OAR 581-022-2320.

Our district will report the following:

| **Required Instructional Time Based on Temporary Rule OAR 581-022-2320** | **Corvallis School District Instructional Time 2025 - 2026 School Year** |
|---|---|
| Grade 12 — 966 hours | Grade 12 = 971 hours<br>● Includes 54 total hours of PD/ Conferences |
| Grades 9–11 — 990 hours | Grades 9 - 11 = 997 hours<br>● Includes 54 total hours of PD/ Conferences |
| Grades K–8 — 900 hours | Grades K - 5 = 922 hours<br>Grades 6 - 8 = 938 hours<br>● Includes 54 total hours of PD/ Conferences |

## ACTION REQUESTED

Approve the Division 22 report for submission to ODE and to be published on the District website. Authorize the district to include up to 30 hours of professional development time, up to 30 hours for parent-teacher conferences, and up to 60 hours of recess for students in grades kindergarten through grade 3 for the calculation of instructional hours.

## MOTION REQUESTED

"I move to approve the Division 22 report for submission to ODE and to be published on the District website and authorize the district to include up to 30 hours of professional development time, up to 30 hours for parent-teacher conferences, and up to 60 hours of recess for students in grades kindergarten through grade 3 for calculation of instructional hours."

# Corvallis School District
# Report on Compliance with Public School Standards
# 2025-26 School Year

By November 1 of each year, school district superintendents are required by OAR 581-022-2305: District Assurances of Compliance with Public School Standards to report to their community on the district's status with respect to all of the Standards for Public Elementary and Secondary Schools. The Standards are adopted by the State Board of Education and set out in Oregon Administrative Rules Chapter 581, Division 22.

The table below contains a summary of Corvallis School District's compliance with each of the requirements of Oregon's administrative rules found in DIVISION 22 - STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY SCHOOLS during the 2025-26 school year. For each rule reported as out of compliance, Corvallis School District has provided an explanation of why the school district was out of compliance and the school district's proposed corrective action plan to come into compliance. The corrective action must be approved by ODE and completed by the district by the beginning of the 2027-28 school year.

**What are the requirements of the standards?** For a general overview of what each rule/standard requires, consult this high-level Rules at a Glance summary. For specific, comprehensive requirements, use the links below for each individual rule.

## Category: High-Quality Learning Experiences for All Students

| Rule # and Title | Status | Explanation/Evidence | Corrective Action Plan & Timeline |
|---|---|---|---|
| 581-022-2000 Diploma Requirements | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2010 Modified Diploma | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2015 Extended Diploma | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |

| Rule # and Title | Status | Explanation/Evidence | Corrective Action Plan & Timeline |
|---|---|---|---|
| 581-022-2020 Certificate of Attendance | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2050 Human Sexuality Education | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2055 Career Education | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2263 Physical Education Requirements *Elementary Grades | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2263 Physical Education Requirements *Middle Grades | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2340 Media Programs | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2350 Independent Adoptions of Instructional Materials | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2355 Instructional Materials Adoption | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2360 Postponement of Purchase of State-Adopted Instructional Materials | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2440 Teacher Training Related to Dyslexia | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |

| Rule # and Title | Status | Explanation/Evidence | Corrective Action Plan & Timeline |
|---|---|---|---|
| 581-022-2500 Programs and Services for TAG Students- **Sections (1) and (2) TAG Plan Requirements** | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2500 Programs and Services for TAG Students – **Sections (3) and (4): Instruction Requirements** | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2505 Alternative Education Programs | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |

## Category: Aligned and Focused Educational Systems

| Rule # and Title | Status | Explanation/Evidence | Corrective Action Plan & Timeline |
|---|---|---|---|
| 581-022-2025 Credit Options | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2030 District Curriculum | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2060 Comprehensive School Counseling | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2100 Administration of State Assessments | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2110 Exception of Students with Disabilities from State Assessments | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |

| Rule # and Title | Status | Explanation/Evidence | Corrective Action Plan & Timeline |
|---|---|---|---|
| 581-022-2115 Assessment of Essential Skills: Diploma Requirements | **Waived through the end of 2027-28 school year** | Not applicable | Not applicable |
| 581-022-2115(2) Assessment of Essential Skills: Local Performance Assessment Requirement | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2120 Essential Skill Assessments for English Language Learners | **Waived through the end of 2027-28 school year** | Not applicable | Not applicable |
| 581-022-2250 District Improvement Plan | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2260 Records and Reports | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2265 Report on PE Data | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2300 Standardization | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2305 District Assurances of Compliance with Public School Standards | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |

| Rule # and Title | Status | Explanation/Evidence | Corrective Action Plan & Timeline |
|---|---|---|---|
| 581-022-2315 Special Education for Children with Disabilities | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2320 Required Instructional Time | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2323 Preserving Student Instructional Time | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2325 Identification of Academically Talented and Intellectually Gifted Students | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2335 Daily Class Size | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2400 Personnel | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2445 Universal Screenings for Risk Factors of Dyslexia | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |

## Category: Engaged Partners and Communities

| Rule # and Title | Status | Explanation/Evidence | Corrective Action Plan & Timeline |
|---|---|---|---|
| 581-022-2005 Veterans Diploma | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2255 School and District Performance Report Criteria | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2270 Individual Student Assessment, Recordkeeping and Reporting | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2307 Educational Equity Advisory Committees | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2330 Rights of Parents of TAG Students | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2370 Complaint Procedures | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |

## Category: Safe & Inclusive Schools

| Rule # and Title | Status | Explanation/Evidence | Corrective Action Plan & Timeline |
|---|---|---|---|
| 581-022-2045 Substance Use Prevention and Intervention Plan | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2205 Policies on Reporting of Child Abuse | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2210 Anabolic Steroids and Performance Enhancing Substances | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2215 Safety of School Sports – Concussions | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2220 Health Services | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2223 Healthy and Safe Schools Plan | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2225 Emergency Plans and Safety Programs | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2230 Asbestos Management Plans | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2267 Annual Report on Restraint and Seclusion | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |

| Rule # and Title | Status | Explanation/Evidence | Corrective Action Plan & Timeline |
|---|---|---|---|
| 581-022-2308 Agreements Entered Into with Voluntary Organizations | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2310 Equal Education Opportunities | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2312 Every Student Belongs | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2345 Auxiliary Services | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2430 Fingerprinting of Subject Individuals in Positions Not Requiring Licensure as Teachers, Administrators, Personnel Specialists, School Nurses | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2510 Suicide Prevention Plan | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2515 Menstrual Dignity for Students | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |

## Category: Committed and Supportive Staff

| Rule # and Title | Status | Explanation/Evidence | Corrective Action Plan & Timeline |
|---|---|---|---|
| 581-022-2405 Personnel Policies | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2410 Teacher and Administrator Evaluation and Support | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2415 Core Teaching Standards | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |
| 581-022-2420 Educational Leadership - Administrator Standards | **In compliance** | The district has met all of the requirements for this rule. | Not applicable |

VI. ENROLLMENT / BUDGET UPDATE
**Presenter:** Lauren Wolfe

Corvallis
SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Lauren Wolfe, Director of Finance
Meeting Date: October 22, 2026

## October 1 Unaudited Enrollment

**NO ACTION REQUIRED**

The District's unaudited enrollment on October 1, 2026, was 5,429 students. This represents a decrease of 326 students (-5.66%) from the prior year.

The 2026-27 Adopted Budget projected 5,572 students. The District's unaudited enrollment on October 1, 2026, is 143 students below the budget projection (-2.6%).

This October 1st date is important because the student count from the first school day in October is formally collected by the Oregon Department of Education (ODE) as part of the First Period of the Cumulative ADM Collection. ODE publicly releases the resulting official data, known as the Fall Membership Report, which serves as a foundational figure for a school district's state funding and resource allocation. The District will continue to monitor enrollment closely.

First Period of the Cumulative ADM Collection is due to the ODE on 10/26/2025 and, at this time, has not been submitted. Student enrollment displayed below is considered "unaudited" and not yet validated by the District Security Administrator to ODE.

**Fall Membership - *as of October 1st***

| | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | TOTAL | Change | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2023 Actual | 350 | 400 | 416 | 409 | 422 | 398 | 440 | 524 | 460 | 525 | 552 | 567 | 553 | **6,016** | (240) | -3.84% |
| 2024 Actual | 326 | 356 | 391 | 406 | 403 | 419 | 405 | 429 | 526 | 498 | 517 | 538 | 595 | **5,809** | (207) | -3.44% |
| 2025 Actual | 343 | 352 | 368 | 390 | 418 | 410 | 433 | 416 | 451 | 590 | 512 | 515 | 557 | **5,755** | (54) | -0.93% |
| *2026 Unaudited* | *293* | *341* | *338* | *358* | *381* | *400* | *414* | *424* | *397* | *498* | *568* | *494* | *523* | ***5,429*** | *(326)* | *-5.66%* |

*Excludes Charter School Enrollment*

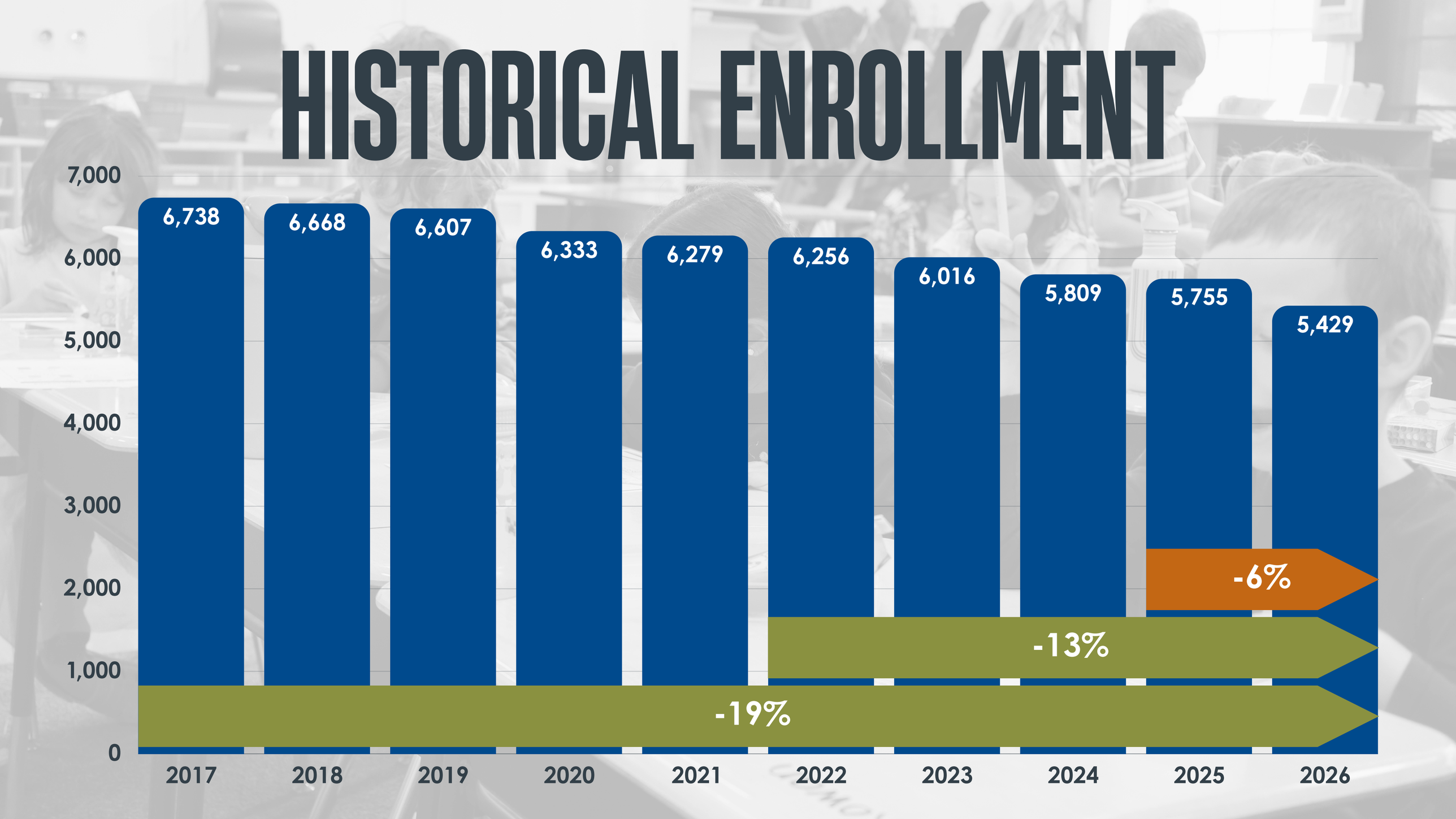


# ENROLLMENT UPDATE

PRESENTED BY:

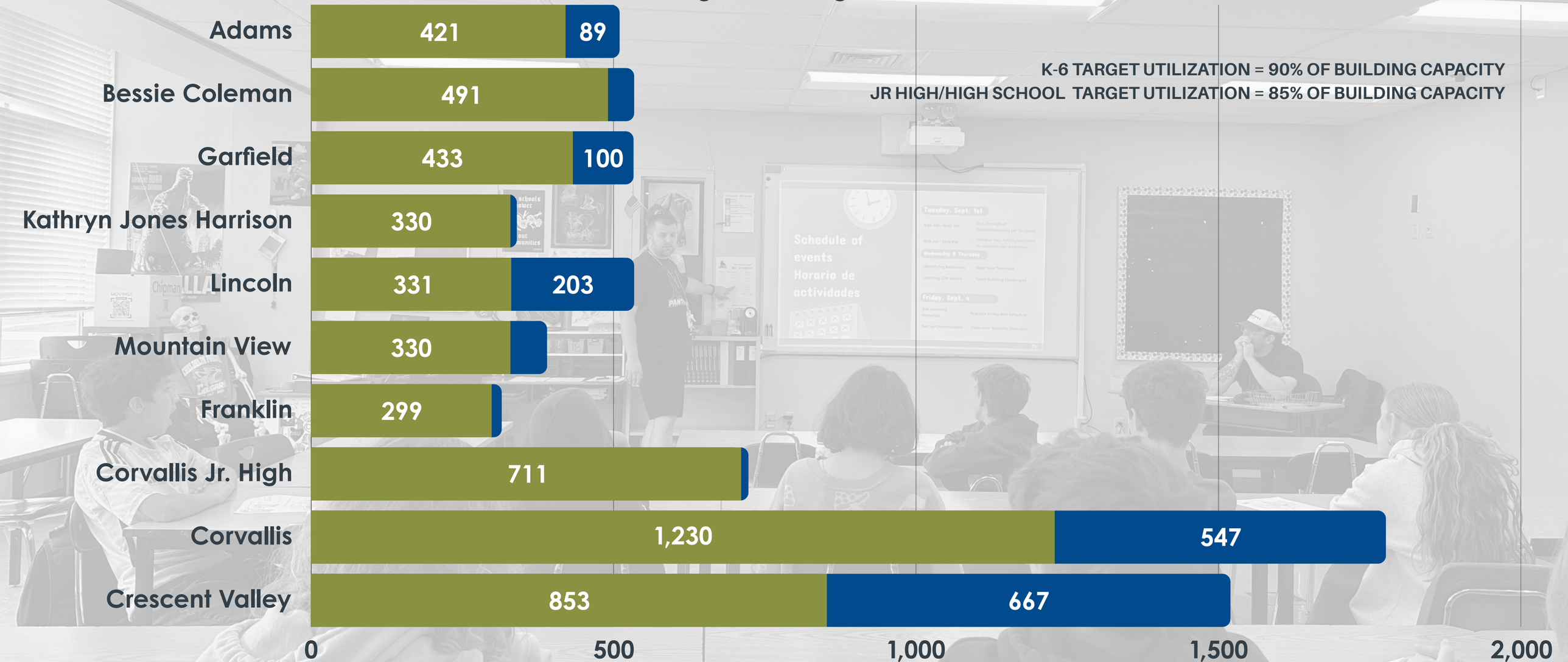
LAUREN WOLFE, SFO
DIRECTOR OF FINANCE

# HISTORICAL ENROLLMENT

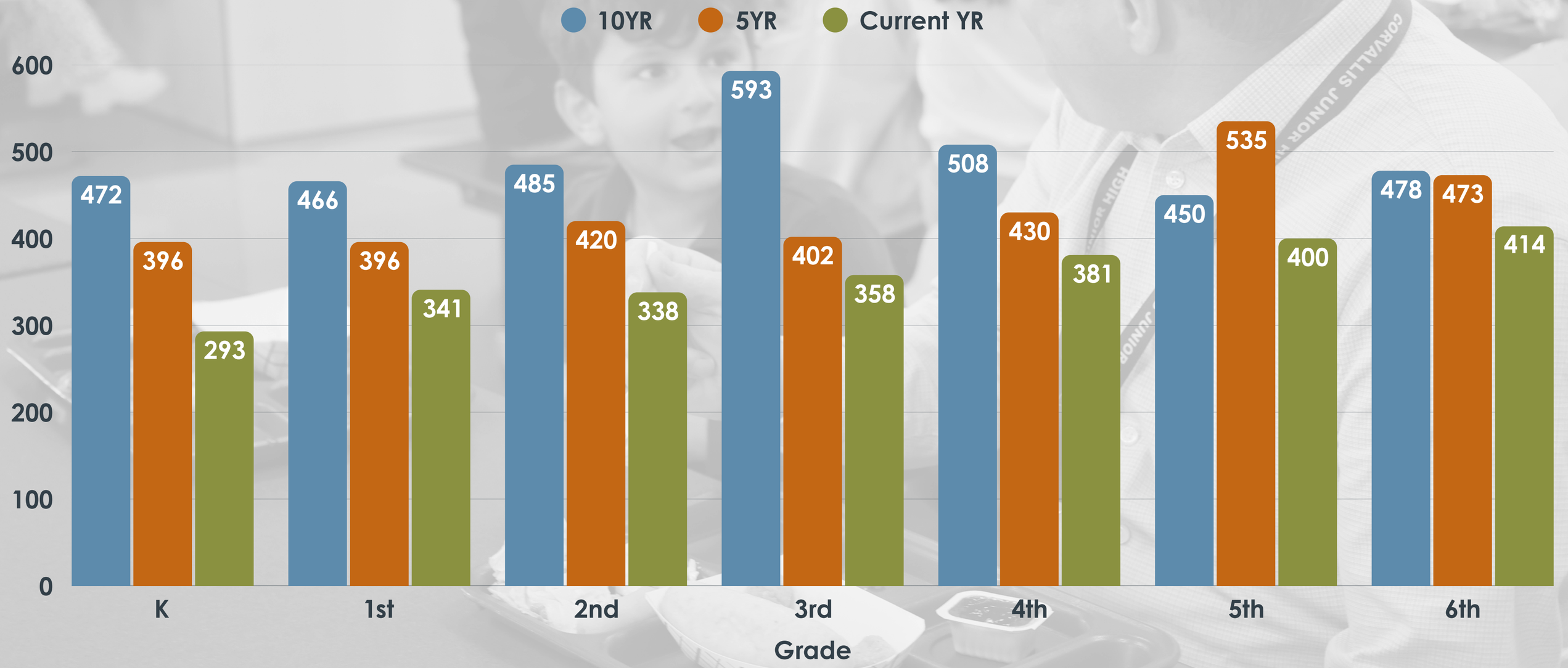


# ENROLLMENT BY SCHOOL

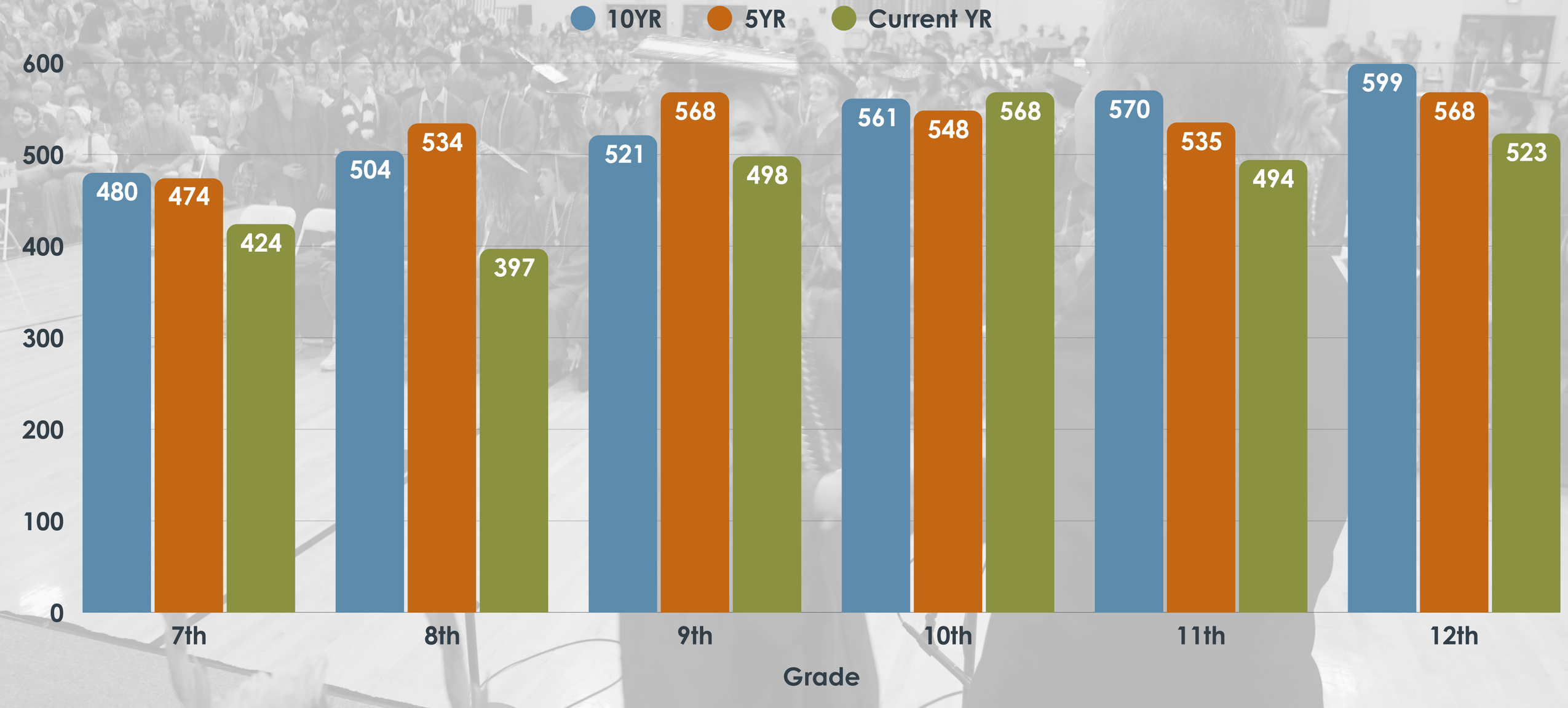
*with target building utilization*



# ENROLLMENT TRENDS – ELEMENTARY



# ENROLLMENT TRENDS – SECONDARY



# BUDGET UPDATES





LOWER-THAN-PROJECTED ENROLLMENT DOES **NOT** IMPACT THE CURRENT YEAR'S BUDGET

LOWER-THAN-PROJECTED ENROLLMENT **WILL** IMPACT FUTURE BUDGET CYCLES

## UPCOMING BUDGET TIMELINE:

APPOINT BUDGET COMMITTEE MEMBERS (NOVEMBER)

ADOPT BUDGET PARAMETERS (JANUARY)

ESTIMATE OF MEMBERSHIP & REVENUE SUBMISSION (JANUARY)





## VII. OREGON SCHOOL BOARDS ASSOCIATION (OSBA) ELECTION

Corvallis
SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Luhui Whitebear, Board Chair
Meeting Date: October 22, 2026

## Oregon School Boards Association 2026 Elections

**ACTION REQUESTED**

## Background

Corvallis School District is a member of the Oregon School Boards Association (OSBA) and is represented by position #10 on the OSBA Board of Directors and position #10 on the Legislative Policy Committee. Neither position is up for election during even years, but there is one resolution being brought before the membership at this time. Board members must take official action to vote.

- OSBA Resolution 1: Amend the 2024 OSBA Bylaws

The board will vote on the resolution at the October 22, 2026, board meeting. The resolution and a summary are included in the materials for review.

The board must take action during a public meeting to decide how it will vote as a whole. Board Secretary Kim Nelson will submit the official vote on the board's behalf.

## ACTION REQUESTED:

Vote on the resolution at the October 22, 2026, board meeting. All materials are in the board packet for review.

## MOTIONS REQUESTED:

"I move to approve the Oregon School Boards Association Resolution 1: Amend the 2024 OSBA Bylaws."

# Resolution to Amend the 2024 OSBA Bylaws

WHEREAS, the Oregon School Boards Association (OSBA) was formed in 1946 as a volunteer association of locally elected public school boards;

WHEREAS, in 2017, through a vote of the OSBA membership, OSBA was incorporated under ORS chapter 65 as a public benefit non-profit corporation and the OSBA bylaws replaced the OSBA constitution;

WHEREAS, in 2018, through a vote of the OSBA membership, the OSBA bylaws were amended to expand the OSBA board of directors and legislative policy committee with representatives from the Oregon school board members of color caucus;

WHEREAS, in 2023, through a vote of the OSBA membership, the OSBA bylaws were amended to expand the OSBA board of directors and legislative policy committee with representatives from the Oregon rural school board members caucus and additional revisions to the bylaws;

WHEREAS, in 2024, through a vote of the OSBA membership, the OSBA bylaws were amended to include the following substantive changes:

- Allowing caucuses to have an additional director on the OSBA board of directors in the circumstance where the OSBA president or immediate president is a director from a caucus. This revision is intended to provide the same opportunity for representation for caucuses as is currently provided to regionally elected directors.
- Clarify that OSBA board of directors must comply with the Oregon government ethics laws with respect to conflicts-of-interest.
- Require OSBA caucuses to submit an annual year end fiscal report to the OSBA board of directors.
- Create officer eligibility criteria that requires candidates for officer positions and directors in officer positions to be voting members of the OSBA board of directors.
- Edits to grammar, punctuation, and language for readability.

WHEREAS, in 2026, the OSBA board reviewed its governing structure as per Bylaws 2.7 and proposes to amend the OSBA bylaws as reflected in the attached draft OSBA bylaws with changes highlighted in the attached summary document; and

WHEREAS, the substantive changes to the draft OSBA bylaws are the following:

- Change deadline for members or board directors to submit resolutions to the OSBA board from September 30 to September 15.
- Clarify that if a member has a main administrative office in more than one region, the member board must declare which region it intends to vote and shall vote only in that region.
- Change the requirement of an in-person annual meeting of the members in November to a requirement that the annual meeting be held on a date and time and in a manner fixed by the board of directors and stated in the notice of the meeting.

- Clarify that returned blank ballots will count towards establishing a quorum but will not count as a “yes” or “no” vote.
- Replace the current caucus structure with a Caucus Council composed of designated representatives from caucuses that report to the OSBA executive director. The Caucus Council will retain two director seats on the OSBA board, replacing the two current caucus seats. The current two caucus directors will remain in their seats until the Caucus Council designates their first positions, or until December 31, 2027, whichever occurs first. The Caucus Council will have the option of designating a representative to serve on the finance committee. The Caucus Council will have the option of recommending seats on the OSBA legislative policy committee.
- Eliminate ex-officio positions and replace them with the option of appointment of nonvoting advisors to the board of directors as determined by resolution of the board of directors.
- Allow the OSBA board of directors the option of appointing directors to all vacant director positions except for the additional directors created pursuant to Section 3.5.1(e) if the president or immediate past president is no longer from the region to which the position is assigned.
- Eliminate the ability to appoint a director from a contiguous region.
- Add term limits to the finance and legislative policy committee positions.
- Clarify that OSBA officers, other than the past-president, must be reelected by their regions to continue serving as OSBA officers.
- Change OSBA board director participation on the legislative policy committee from a requirement to optional participation except that executive committee members continue to be required to serve on the LPC.

THEREFORE, BE IT RESOLVED by the OSBA board of directors that the proposed draft OSBA bylaws be submitted to the membership for consideration during the 2026 OSBA election; and

BE IT FURTHER RESOLVED that the proposed draft OSBA bylaws, the draft OSBA bylaws summary document, and a copy of this resolution be forwarded to all OSBA member boards in accordance with the OSBA board of directors’ adopted elections calendar.

**Submitted by: OSBA Board of Directors**

OREGON SCHOOL BOARDS ASSOCIATION

# BYLAWS

As Amended by the Membership: December 2024
Proposed Edits: September 19, 2026

1201 COURT STREET NE, SUITE 400 • SALEM, OR 97301 | 1-800-578-OSBA • OSBA.ORG

## SECTION 1 PURPOSE

The Oregon School Boards Association (the "Association" or "OSBA") exists solely to perform essential governmental functions and all of its income accrues to the State of Oregon or its political subdivisions as required under IRC Section 115. In particular, the Association's mission and purpose are as follows:

A. To work for the general advancement and improvement of the education of all public school children of the State of Oregon.

B. To gather and disseminate information pertinent to the successful operation of public schools.

C. To work for the most efficient and effective organization of public schools of this state. "Public schools" include local school districts, education service districts, the State Board of Education, and community colleges classified as a political subdivision.

D. To work for adequate and dependable financial support for the public schools of this state.

E. To study all legislation which affects the public schools of Oregon and to support and work for that which appears to be desirable and to keep members informed thereof. To propose and work for the enactment of proper educational legislation.

F. To encourage the establishment and maintenance of best practices and high standards in the conduct and operation of the public school educational system.

G. To study and interpret educational programs and to relate them to the needs of pupils.

H. To promote public understanding of the role of school boards and school board members in the improvement of education.

I. To conduct seminars, conferences, and research projects in the various aspects of education for the benefit of members.

J. To endeavor to implement the policies, beliefs, and resolutions of the Association members and board of directors.

K. To do such other things as the member boards or board of directors may deem appropriate for the accomplishment of these and other purposes which tend to improve public education.

L. To enter into such cooperative agreement with members for the pooling of resources and the provision of services as may result in the more efficient utilization of district resources and accrue to their financial advantage.

## SECTION 2 MEMBERS

2.1 Admission. All members must qualify as (1) a "political subdivision" as defined under Treas Reg § 1.103-1(b) and Revenue Ruling 78-276, 1978-2 CB 256 and (2) as one of the following:

2.1.1 School District as defined under ORS Chapter 332;
2.1.2 Education Service District as defined under ORS Chapter 334;
2.1.3 Community College District as defined under ORS Chapter 341;
2.1.4 State Board of Education as defined under ORS Chapter 326; and
2.1.5 Any other governmental educational organization qualifying as a political subdivision, as approved by resolution of the board of directors.

2.2 Dues. Annual dues shall be set by majority vote of the members and shall be based on resident Average Daily Membership (ADMr) as of December 31 of the preceding year as reported to the Oregon Department of Education. Dues shall be payable on July 1 of each year and shall become delinquent on September 1 of each year. Member status shall automatically terminate for members failing to pay dues by September 1 unless an extension is requested and granted by the board of directors.

2.3 Reserved Powers of the Members. The following corporate actions require the consent and approval of the members:

2.3.1 Election and removal of directors except as set forth in Section 3.8;
2.3.2 Election and removal of the Legislative Policy Committee ("LPC") members except as set forth in Section 4.1.3(g);
2.3.3 Approval of resolutions to effectuate any of the following:

(a) Adoption, amendment, or restatement of the articles of incorporation or bylaws;
(b) Modification to the region descriptions set forth in Section 2.6.1; and
(c) Dissolution, merger, or the sale, pledge, or transfer of all or substantially all of the Association's assets.

2.4 Voting Power.

2.4.1 Election of Directors and LPC Members. For the purposes of nominating and electing directors and LPC members, each member shall have one vote.
2.4.2 Resolution. For the purposes of approving a resolution, each member shall have one vote on all resolutions except as follows:

(a) K-12 Local Districts with an ADMr between 15,600 and 23,400 shall have two votes.
(b) K-12 Local Districts with an ADMr between 23,400.1 and 31,200 shall have three votes.
(c) K-12 Local Districts with an ADMr between 31,200.1 and 39,000 shall have four votes.
(d) K-12 Local Districts with an ADMr of 39,000.1 or more shall have five votes.

2.5 Process of Approval of Member Resolutions. Generally, members shall approve resolutions annually by ballot vote. Members or the board of directors may submit a resolution for member approval. Such resolutions shall be submitted to the board of directors no later than September ~~30~~15. The board of directors shall distribute all timely submitted resolutions, together with an official ballot, to the members no later than October 15. Members shall vote by ballot submitted to the board of directors no later than December 15.

## 2.6 Regional Election of Directors and LPC Members.

2.6.1 Regional Voting. For the purposes of nominating and electing the board of directors and LPC members, the Association members shall be organized into and represented by region:

(a) Eastern Region includes all of the members located in the counties of Baker, Grant, Malheur, Union, Wallowa, and Wheeler.
(b) Gorge Region includes all of the members located in the counties of Gilliam, Morrow, Sherman, Umatilla, and Wasco.
(c) Central Region includes all of the members located in the counties of Crook, Deschutes, and Jefferson.
(d) Southeast Region includes all of the members located in the counties of Harney, Klamath, and Lake.
(e) Southern Region includes all of the members located in the counties of Jackson and Josephine.
(f) Lane Region includes all of the members located in the county of Lane.
(g) Clackamas Region includes all of the members located in the counties of Clackamas and Hood River.
(h) Douglas/South Coast Region includes all of the members located in the counties of Coos, Curry, and Douglas.
(i) Linn, Benton, Lincoln Region includes all of the members located in the counties of Benton, Lincoln, and Linn.
(j) Marion Region includes all of the members located in the county of Marion.
(k) Yamhill, Polk Region includes all of the members located in the counties of Polk and Yamhill.
(l) North Coast Region includes all of the members located in the counties of Clatsop, Columbia, and Tillamook.
(m) Washington Region includes all of the members located in the county of Washington.
(n) Multnomah Region includes all of the members located in the county of Multnomah.

2.6.2 Members shall be assigned to the region in which their main administrative office is located. If a member~~'s district boundaries span~~ has a main administrative office in more than one region, the member board must declare which region it intends to vote and shall vote only in that region.

2.6.3 Regional elections shall be determined by a majority of votes cast by members within the region.

**2.7 Modification of Regions.** A formal review of the regional organizations described in Section 2.6.1 shall be conducted by the board of directors at least every ~~three~~five years commencing with 2017. Any recommended changes to the regional organization shall be submitted to the members in the form of a resolution in accordance with the provisions of Section 2.5.

**2.8 Annual Meetings.** ~~An annual meeting of members shall be held in November of each year unless a different date or time is fixed by the board of directors and stated in the notice of the meeting. Failure to hold an annual meeting on the stated date shall not affect the validity of any corporate action. At the annual meeting,~~ An annual meeting of members will be held each calendar year on a date and time and in a manner fixed by the board of directors and stated in the notice of the meeting. At the annual meeting, the president and secretary-treasurer of the board of directors

and any other officer or person whom the president may designate, shall report on the state of the Association, its activities, and its financial condition.

2.9 **Special Meetings.** A special meeting of members shall be held upon the call of the president or 25 percent of the board of directors. All members shall be officially notified of a special meeting by written notice, mailed via U.S. mail or electronic mail, to all members at least 15 days prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the members, the place and time of the meeting, and instructions describing the method by which members can participate by telephone or video. Notice shall also comply with all procedures and include any information as required by ORS Chapter 192.

2.10 **Telephonic/Video Meetings.** The board of directors may permit any member to participate in any annual or special meeting of the membership, or conduct the meetings through the use of any means of communication by which all persons participating may simultaneously hear each other during the meeting. A member participating in the meeting by this means is deemed to be present at the meeting.

2.11 **Place of Meetings.** Meetings of the members shall be held at any place, in Oregon, designated by the board of directors. If a meeting place is not designated by the board of directors, the meeting shall be held at the Association's principal office.

2.12 **Action by Written Ballot.** Any action required of the members will be taken by written ballot, and the Association will deliver a written ballot to every member entitled to vote on the matter. Once delivered, a written ballot may not be revoked.

2.13 **Quorum.** A quorum of the members shall consist of a majority of members in good standing at the time the ballots are to be returned to the A~~a~~ssociation. If there is more than one item on a single ballot, the returned ballot will count towards establishing a quorum for each item on the ballot. A blank ballot or a ballot with an abstention counts for purposes of establishing a quorum if it is returned to the association.

2.14 **Approval.** With the exception of approving amendments to the Association's bylaws as outlined in Section 8.1, and with the exception of regional elections outlined in 2.6.3, approval of an item by written ballot is effective at the end of the voting period when:

(a) T~~he number of votes cast by ballot equals or exceeds a quorum of the members~~ A quorum is established pursuant to Section 2.13; and

(b) The number of ~~approvals equals or exceeds a majority of the number of returned ballots~~"yes" votes exceeds the number of "no" votes for the item.

An abstention or a blank ballot returned to the association does not count as a "yes" or "no" vote.

## SECTION 3 DIRECTORS

3.1 **Powers.** Except as provided under Section 2.3, all corporate powers shall be exercised by or under the authority of the board of directors. The board of directors shall adopt policies defining specific obligations of the board of directors.

3.2 **Qualifications.** Directors must serve on the board of a member of the Association throughout the duration of their term, with the exception of the director serving as past president.

3.3 **Number.** The board of directors shall consist of not fewer than three nor more than 25 persons. The number of directors may be fixed or changed periodically, within the minimum and maximum, by the members.

3.4 **Term.** Directors shall take office on January 1 and shall serve for a term of two calendar years or until their successors are elected and qualified. Terms shall be staggered as per the election calendar.

3.4.1 Directors who took office prior to January 1, 2018, and are re-elected may serve for any number of terms as long as they continuously remain members of the board of directors.

3.4.2 Directors taking office on or after January 1, 2018, may serve five consecutive two-year terms and, if eligible, may rerun after a two-year hiatus.

3.4.3 If a director serving as immediate past president requires additional time beyond the term limits outlined above, the term limits will be held in abeyance to allow the director to complete their term as immediate past president.

3.5 **Composition.** The board of directors will be comprised of up to 22 regionally elected directors and:

(a) Until June 30, 2027, ~~,~~ one designated director as defined in the bylaws of the Oregon School Board Members of Color Caucus, and one designated director as defined in the bylaws of the Oregon Rural School Board Members Caucus.

(b) Effective July 1, 2027, ~~and~~ two designated directors from the Caucus Council appointed pursuant to the operating procedures of the Caucus Council. Directors designated by the Oregon School Board Members of Color Caucus and the Oregon Rural School Board Members Caucus as of June 30, 2027, shall continue as directors until the Caucus Council designates its first two directors pursuant to this paragraph or until December 31, 2027, whichever occurs first.

3.5.1 Regional Elected Directors. Each region, as described under Section 2.6.1, shall elect one director except as follows:

(a) Clackamas Region shall elect two directors;
(b) Marion Region shall elect two directors;
(c) Washington Region shall elect three directors; and
(d) Multnomah Region shall elect three directors.
(e) If the president or immediate past president of the board of directors is a representative director from a region that elects only one director, that region shall elect an additional director or directors to serve for the duration of the president and/or the immediate past president's term.

3.5.2 Regional Election.

(a) The nomination and election of directors shall be in accordance with the elections calendar annually adopted by the board. The board of directors shall distribute notice

of position vacancies, candidate information packets, and official nomination forms to all incumbent directors and members in electing regions.

(b) Each regional candidate for a director position shall be nominated by a member within the region by means of a nomination form. To nominate a director candidate, one or more of the members in the region must timely submit to the board of directors a formal resolution or motion of the member and the completed nomination form(s). Nominations in regions where there is more than one open director position shall indicate the numbered position for which the nomination is being submitted.

(c) Each member in a region shall have one vote in the regional elections for the board of directors. The director candidate receiving a majority of the votes cast by the members within the region shall be elected.

(d) In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes cast, a second regional ballot shall be required between the two candidates receiving the highest number of votes; the one receiving a majority of the votes is elected.

3.5.3 Caucus Council Representatives. In accordance with their ~~bylaws~~operating procedures, the ~~caucuses of OSBA shall~~ Caucus Council may appoint ~~a~~ up to two representatives of the Caucus Council to serve as a directors of the Association. The representatives must be an elected or appointed member of any public board of education in Oregon that is an active member in good standing with the Association. All Association bylaws and policies shall apply to the designated representative serving as the Caucus Council~~'~~ directors of the Association.

If the president or immediate past president of the board of directors is a representative director from ~~a caucus~~ the Caucus Council, then the ~~c~~Caucus Council shall elect an additional director to serve for the duration of the president and/or the immediate past president's term.

3.5.4 ~~Ex-Officio~~Advisors. The board of directors may designate ~~following individuals or their designee may serve as ex-officio,~~ nonvoting, advisors to the board of directors by resolution, for such purposes and such duration as is specified in the resolution.~~:~~

~~(a) Any director of the National School Boards Association elected from Oregon;~~
~~(b) The Executive Director of the Coalition of School Administrators;~~
~~(c) The Chair-Elect of the Oregon Association of Education Service Districts;~~
~~(f) The board president of the Oregon Community College Association;~~
~~(g) The chair of the State Board of Education; and~~
~~(h) Any other person that the board of directors may appoint.~~

~~Ex-officio a~~Advisors do not vote and do not attend executive sessions of the board of directors unless they hold a separate position that entitles them to attend executive session, or they are invited to attend by the board of directors.

~~Ex-officio a~~Advisors are not eligible for travel reimbursement from OSBA unless they hold a separate position for which travel reimbursement is provided.

3.6 **Vacancies.** In the event that any director position~~, other than the president or immediate past president serving as a second director for a region as set out in Section 3.5.1(e),~~ is vacant during the term of office, the remaining directors may appoint an interim director from the same region to serve until December 31 of the same year. Notwithstanding the foregoing, a vacated director position will not be filled if it is an additional director position created pursuant to Section 3.5.1(e) and the president or immediate past president is no longer from the region or Caucus Council position to which the position is assigned.

~~If the board of directors cannot recruit a candidate from the region, they may appoint a person from a contiguous region to serve as director representing the open region. An individual appointed as a director from a contiguous region is not eligible to serve as an officer of the board.~~

All appointed interim directors must run for regional election during the next election cycle following appointment in order to be eligible to continue service on the board of directors past December 31 of the election year. The members shall elect, using the procedures in Section 3.5.2, an interim director to serve from January 1 of the next year until the end of the remaining term.

If there is a vacancy in an OSBA ~~c~~Caucus Council-designated director position, then the ~~c~~Caucus Council shall, as set forth in Section 3.5.3, appoint a new ~~caucus~~ representative to serve the remaining term.

3.7 **Resignation.** A director may resign at any time by delivering written notice to the president or the secretary. A resignation is effective when notice is effective under ORS 65.034 unless the notice specifies a later effective date. Once delivered, a notice of resignation is irrevocable unless revocation is permitted by the board of directors.

3.8 **Removal.** A director may be removed for cause by vote of two-thirds majority of the directors. A director may be removed with or without cause by a majority vote of the members who elected the director. The board may provide guidance or adopt and amend policies regarding what types of actions the board considers to be sufficient cause for removal.

3.9 **Regular Meetings.** An annual meeting of the board of directors shall be held immediately after, and at the same place as, the annual meeting of members. The board of directors may schedule additional regular meetings to occur during a calendar year. All other meetings are special meetings.

3.10 **Special Meetings.** A special meeting of the board of directors may be called by the president or the president-elect or 20 percent of the board of directors. All directors shall be officially notified of a special meeting by written notice delivered personally, by telephone, or electronic mail at least 48 hours prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the directors, the place and time of the meeting, and instructions describing the method by which directors can participate by telephone or video. No matter may be considered at a special meeting other than the matter(s) specified in the notice.

3.11 **Place of Meetings.** The board of directors may hold annual, regular, or special meetings at any location in the State of Oregon.

3.12 **Telephonic/Video Meetings.** The board of directors may conduct meetings ~~through the use of~~using any means of communication by which all persons participating may simultaneously hear each other during the meeting. A director participating in the meeting by this means is deemed to be present at the meeting.

3.13 **Notice of Meetings.** All directors shall be officially notified of a special meeting by written notice delivered ~~personally,~~ by ~~telephone or~~ electronic mail to all directors at least 48 hours prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the directors, the place and time of the meeting, and instructions describing the method by which directors can participate by telephone or video. Notice of meetings shall comply with all procedures and include any information as required by ORS Chapter 192.

3.14 **Waiver of Notice.** A director may at any time waive any notice required by these bylaws. A director's attendance at or participation in a meeting waives any required notice to the director of the meeting unless the director, at the beginning of the meeting or promptly upon the director's arrival, objects to holding the meeting or transacting business at the meeting and does not thereafter vote for or assent to any action taken at the meeting. Except as provided in the preceding sentence, any waiver must be in writing, must be signed by the director entitled to the notice, must specify the meeting for which the notice is waived, and must be filed with the minutes or the corporate records.

3.15 **Quorum.** A quorum of the board of directors shall consist of a majority of the number of directors in office at the time the meeting begins.

3.16 **Voting.** If a quorum is present when a vote is taken, the affirmative vote of a majority of the directors present when the action is taken is the act of the board of directors except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of directors.

3.17 **Presumption of Assent.** A director who is present at a meeting of the board of directors when corporate action is taken is deemed to have assented to the action taken unless:

(a) The director objects at the beginning of the meeting, or promptly upon the director's arrival, to holding the meeting or transacting the business at the meeting; and
(b) The director's dissent from the action taken is entered in the minutes of the meeting.

3.18 **Compensation.** Directors and members of committees may receive reimbursement of such expenses as may be determined by resolution or policy of the board of directors to be just and reasonable. Directors shall not otherwise be compensated for service in their capacity as directors.

3.19 **Director Conflict of Interest.** The Association shall maintain a Conflict of Interest policy, the terms of which comply with ORS 65.361 and ORS Chapter 244. The board of directors shall annually review and notify the directors of the current Conflict of Interest policy.

## SECTION 4 COMMITTEES AND CAUCUS~~ES~~ COUNCIL

**4.1 Standing Committees.** The board of directors shall maintain the standing committees described below:

4.1.1 Executive Committee. The executive committee shall consist of the five officers of the board of directors: the president as chair and as an ex-officio voting member pursuant to section 5.7.1 of the Bylaws, the president-elect, the vice president, the secretary-treasurer, and the immediate past president. The executive committee is delegated authority to act in place and instead of the board of directors between board meetings on all matters except those specifically reserved to the board under the terms of the bylaws. Actions of the executive committee shall be reported to the board of directors on a timeframe consistent with the seriousness and urgency of the matter and within two weeks if practicable. Additionally, executive committee actions will be reported at the next regular board meeting.

4.1.2 Finance Committee. The finance committee shall be appointed by the president and shall be composed of members from Oregon public school districts, education service districts, and community colleges with boards that meet all criteria to be Association voting members. The members shall include, but are not limited to, the President as an ex-officio voting member pursuant to section 5.7.1 of the Bylaws, the Association secretary/treasurer and vice president, one trustee from the PACE board, one district business official, and one at-large board member. Additionally, the Caucus Council may recommend one Caucus Council member to serve on the Finance committee pursuant to its operating procedures.

The trustee from the PACE board is recommended by the PACE Board of trustees, appointed by the President, subject to approval by the Board, and will serve a two-year term~~, with no term limits~~. The Caucus Council designee is recommended by the Caucus Council, appointed by the President, subject to the approval by the Board, and will serve a two-year term. The district business official and the at-large board member will be recommended by OSBA staff, appointed by the President, subject to approval by the Board, will serve two-year terms.~~,~~ Finance committee members taking office prior to January 1, 2027, shall have ~~with~~ no term limits, and staggered start dates starting in January. Finance committee members taking office on or after January 1, 2027, may serve five consecutive two-year terms and, if eligible, may be re-appointed after a two-year hiatus.~~,~~ Finance committee members shall have ~~and~~ staggered start dates starting in January.

The finance committee shall operate within the corporation's investment guidelines and the Finance Committee Operating Guidelines.

4.1.3 Legislative Policy Committee. The board of directors shall maintain a Legislative Policy Committee ("LPC").

(a) Purpose. The LPC shall develop legislative policies which are recommended to and approved by the members as a resolution proposed by the board of directors and voted on by the membership in accordance with Section 2.4 and 2.5. The LPC also advises the OSBA E~~e~~xecutive D~~d~~irector and staff during legislative sessions.

(b) Composition. The LPC shall be composed of the voting members of the board of directors who choose to participate, the President as an ex-officio voting member pursuant to section 5.7.1 of the Bylaws, the executive committee members, the regional representatives elected under the procedures defined in Section 4.1.3(c) - (e),

and ~~one~~ designated voting members as defined in the operating procedures ~~bylaws~~ of the ~~Oregon School Board Members of Color Caucus and one designated voting member as defined in the bylaws of the Oregon Rural School Board Members~~ Caucus Council pursuant to its operating procedures and this section 4.1.3(b). The board of directors will determine the number of members appointed by the Caucus Council. The Caucus Council appointees are recommended by the Caucus Council, appointed by the OSBA President, subject to the approval by the board of directors, and will serve two-year terms. ~~All committee members must be elected or appointed directors of a member as defined in Section 2.1.~~ The vice president of the board of directors shall chair the LPC.

(c) Qualifications. ~~LPC representatives must serve on the board of a member of the Association throughout the duration of their term.~~ All committee members must be elected or appointed directors of a member as defined in Section 2.1 for the duration of their service on the LPC.

(d) Nomination. The board of directors shall cause the nomination form to be distributed to all members in eligible regions. To nominate a candidate to the LPC, one or more of the members in the region must timely submit to the board of directors a formal resolution or motion and the completed nomination form(s). Nominations in regions where there is more than one representative position shall indicate the numbered position for which the nomination is being submitted. The nomination and election of the LPC representatives shall be in accordance with the elections calendar adopted by the board.

(e) Election. Each member in a region shall have one vote in the regional elections for the LPC representative. The LPC candidate receiving a majority of the votes cast by the members within the region shall be elected. Each region shall elect the number of LPC members as described in Section 3.5, without regard to Section 3.5.1(e). Such elections shall be held using the procedures described in Section 3.5.2.

(f) Term. Each committee member shall take office on January 1 in even numbered years and serve for a term of two years. Committee members may serve five consecutive two-year terms, and, if eligible, may be returned to the committee after a two-year hiatus.

~~(f)~~(g) Vacancies. In the event that there is a vacancy on the LPC, the board of directors may appoint an interim LPC member from the same region to fill the unexpired term of office. If the board of directors cannot recruit an LPC member from the region, they may appoint a person from a contiguous region to serve to represent the open region to fill the unexpired term of office.

4.2 Other Board Committees. The board of directors may create one or more committees of the board of directors and appoint directors and representatives of members to serve on such committee. The creation of a committee and the appointment of directors and member representatives to the committee must be approved by a majority of all directors in office when the action is taken. The provisions of these bylaws governing meetings, action without meetings, notice and waiver of notice, and quorum and voting requirements of the board of directors shall apply to committees and their members as well. Committees of the board of directors may, to the extent specified by the board of directors, exercise the authority of the board of directors, provided that no committee of the board of directors may:

(a) Authorize distributions, provided that this restriction does not apply to payment of value for property received or services performed or payment of benefits in furtherance of the Association's purposes;
(b) Approve or recommend dissolution, merger, or the sale, pledge, or transfer of all or substantially all of the Association's assets;
(c) Elect, appoint, or remove directors or fill vacancies on the board or on any of its committees; or
(d) Adopt, amend, or repeal the articles of incorporation or bylaws.

4.3 **Advisory Committees.** The board of directors may create one or more other committees. Members of these committees need not be members or directors, but at least one director shall serve on each such committee. These committees shall have no power to act on behalf of, or to exercise the authority of, the board of directors, but may make recommendations to the board of directors.

4.4 **Caucus Councile~~s~~.** The Caucus Councile~~s~~ shall exist to enhance the work of the Association by addressing the unique needs of ~~member districts~~ school board members.

4.4.1 The Caucus Councile~~s~~ shall clearly articulate the vision, mission, and goals of the ~~Caucus~~Council.
4.4.2 The Caucus Councile~~s~~ shall adopt operating procedures ~~bylaws~~ for operating, programming, and governing within the context of the Association bylaws described herein.
4.4.3 The Caucus Councile~~s~~ shall comply with Association policies and guidelines.
4.4.4 The Caucus Council shall consist of one representative from each caucus established by the OSBA Executive Director. The OSBA Executive Director will establish caucuses based on criteria established by the OSBA Executive Director in support of OSBA's vision, mission, and goals. Each established caucus may recommend one member to serve on the Caucus Council subject to approval of the OSBA board of directors.~~es shall be added or eliminated to this provision through the bylaw's amendment process described in Section 8.1~~.
4.4.5 The Caucus Council budget shall be established by the board of directors.
4.4.6~~5~~ The Caucus Councile~~s~~ shall submit an end of fiscal year report to the board of directors that includes the following:

~~(a) The Caucus is meeting regularly;~~
(b) An accounting of the prior year's budget allocation;
(c) Identified officers and current ~~bylaws~~operating procedures;
(d) A summary of the Caucus Council's current goals, the prior year's Caucus Council activities that support those goals, and how the Caucus Council goals align with the mission, vision, and goals of OSBA.

The end of fiscal year report will be submitted to the board of directors at the first regularly scheduled board of directors meeting following the end of the fiscal year.

4.4.6 ~~The Oregon School Board Members of Color Caucus was established by a vote of the membership in 2018.~~
~~4.4.7 The Oregon Rural School Board Members Caucus was established by a vote of the membership in 2023.~~ The Caucus Council was established by a vote of the membership in 2026, effective ~~and shall take effect on~~ July 1, 2027.

4.5 **Administration.** Each committee and the ~~c~~Caucus Council shall prepare minutes of each of its meetings, and such minutes shall be kept on file at the Association's principal office and made available on request to any member of the board of directors. Each committee and the C~~c~~aucus Council shall also report on its activities at the regular meetings of the board of directors. Each committee and the C~~c~~aucus Council shall comply with the public meetings laws requirements ~~under~~ of ORS Chapter 192.

## SECTION 5 OFFICERS OF THE BOARD OF DIRECTORS

5.1 **Eligibility.** Effective January 1, 2026, to hold an officer position on the board of directors other than the immediate past president, candidates and officers must be a voting member of the OSBA Board of Directors.

5.2 **Appointment.** The board of directors shall elect officers by majority vote prior to the November member meeting. In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes, a second ballot shall be required between the two candidates receiving the highest number of votes. The one receiving a majority of the votes is elected.

5.3 **Designation.** The officers of the Association shall be a president, president-elect, past president, vice president, a secretary-treasurer, and such other officers as the board of directors may appoint.

5.4 **Term of Office.** Officer terms are one calendar year. No officer, except the secretary-treasurer, shall serve two consecutive terms in the same office, unless the director completes the term of another officer who was unable to complete their term, and is then voted into the same position the following year. The secretary-treasurer may serve up to two consecutive one-year terms. If an officer's position on the board is up for reelection by their region or redesignation by the Caucus Council, the officer must be reelected by their region or redesignated by the Caucus Council to continue serving in their officer position unless the officer position is the immediate past president. ~~Caucus Council directors serving in officer positions must continue to be recommended by the Caucus Council in accordance with their operating procedures.~~

5.5 **Compensation.** Officers may receive reimbursement of such expenses as may be determined by resolution of the board of directors to be just and reasonable. Officers shall not otherwise be compensated for service in their capacity as officers.

5.6 **Removal and Resignation.** Any officer may be removed, either with or without cause, at any time by action of the board of directors. An officer may resign at any time by delivering notice to the board of directors, the president, or the secretary-treasurer. A resignation is effective when the notice is effective under ORS 65.034 unless the notice specifies a later effective date. If a resignation is made effective at a later date and the Association accepts the later effective date, the board of directors may fill the pending vacancy before the effective date if the board of directors provides that the successor does not take office until the effective date. Once delivered, a notice of resignation is irrevocable unless revocation is permitted by the board of directors. No removal or resignation shall prejudice the rights of any party under a contract of employment.

5.7 **Officers.** The officers of the Association are as follows:

5.7.1 President: The president shall preside at all member meetings of the Association and of the board of directors; shall appoint any committee positions not otherwise designated in these bylaws or OSBA adopted policy, subject to the approval of the board of directors; shall call all regular and special meetings as provided herein; shall be an ex-officio voting member of all committees established under sections 4.1 and 4.2 of these bylaws. The president shall automatically serve as immediate past president for the following term. The president serves for a term of one calendar year.

5.7.2 President-elect: In the absence of the president, the president-elect shall assume the powers and duties of the president, and when a vacancy occurs in the office of president, shall serve in that capacity for the remainder of the term. The president-elect shall automatically serve as president for the following term, even if required to fill an uncompleted term as president. In addition, the president-elect shall assume duties related to the oversight of Association member elections and resolutions processes and such other administrative duties as are assigned by the president. The president-elect serves for a term of one calendar year.

5.7.3 Vice president: In the absence of the president-elect, the vice president shall assume the powers and duties of the president-elect. The vice president shall also serve as the chair of the LPC. The vice president serves for one calendar year.

5.7.4 Secretary-treasurer: The secretary-treasurer shall be responsible for keeping accurate minutes of all board of director meetings in electronic format in accordance with OSBA's record retention schedule; shall carry on official correspondence of the Association; shall arrange for proper banking facilities; shall receive, account for, and disburse funds in a businesslike manner as provided for by the board of directors; shall see that the minutes of the previous meetings are approved by the board of directors; and shall give an itemized and detailed report of the financial condition of the Association at each annual meeting and at such other times as may be required by the board of directors. Such duties of the secretary-treasurer as may be specified by the board of directors may be delegated to the OSBA E~~e~~xecutive D~~d~~irector or a designated member of the staff. The secretary-treasurer serves for a term of one calendar year.

5.7.5 Immediate past president: The immediate past president shall advise and counsel other officers. The immediate past president chairs the officer succession planning process. The past president serves for one calendar year.

## SECTION 6 NONDISCRIMINATION

The Association shall not discriminate in providing services, hiring employees, or otherwise, upon the basis of gender identity, race, creed, marital status, sex, sexual orientation, religion, color, age, disability, or national origin.

## SECTION 7 OSBA PROPERTY AND CASUALTY FOR EDUCATION TRUST

The board of directors shall appoint the trustees of the OSBA Property and Casualty Coverage for Education Trust ("PACE") as provided in the PACE Restated Trust Agreement. It is the policy of OSBA with respect to PACE trustees taking office on or after January 1, 2023, that such trustees will be appointed to no more than three consecutive three-year terms and, if eligible, may return after a one-year hiatus.

## SECTION 8 GENERAL PROVISIONS

### 8.1 Amendment of Bylaws.

8.1.1 Amendments to the bylaws may be initiated by the board of directors or submitted by a member to the board of directors.

8.1.2 The board of directors shall provide written notice to the members containing a statement that the members will be asked to approve the amendment and a copy of the proposed amended bylaws.

8.1.3 Action by Written Ballot: The Association will deliver a written ballot to every member entitled to vote on the matter. The ballot shall set forth each proposed action and provide an opportunity to vote for or against each proposed action and specify a reasonable time by which a ballot must be received by the Association in order to be counted. Once delivered, a ballot may not be revoked.

8.1.4 Approval: Approval by written ballot shall be valid only when the number of votes cast by ballot equals or exceeds a quorum of the members, and the number of approvals equals or exceeds two-thirds majority of the number of the returned ballots.

8.1.5 Quorum: A quorum of the members shall consist of a majority of members in good standing at the time the ballots are to be returned to the Association.

8.1.6 Whenever an amendment or new bylaw is adopted, it shall be saved in electronic format in accordance with OSBA's record retention schedule with the original bylaws in the appropriate place. If any bylaw is repealed, the fact of repeal and the date on which the repeal occurred shall be stated in such book and place.

**8.2 Inspection of Books and Records.** All books, records, and accounts of the Association shall be open to inspection by the directors in the manner and to the extent required by law.

**8.3 Checks, Drafts, Etc.** All checks, drafts, and other orders for payment of money, notes, or other evidences of indebtedness issued in the name of or payable to the Association shall be signed or endorsed by such person or persons and in such manner as shall be determined by resolution of the board of directors.

**8.4 Deposits.** All funds of the Association not otherwise employed shall be deposited to the credit of the Association in those banks, trust companies, or other depositories as the board of directors or officers of the Association designated by the board of directors select, or be invested as authorized by the board of directors.

**8.5 Loans or Guarantees.** The Association shall not borrow money and no evidence of indebtedness shall be issued in its name unless authorized by the board of directors. This authority may be general or confined to specific instances. Except as explicitly permitted by ORS 65.364, the Association shall not make a loan, guarantee an obligation, or modify a pre-existing loan or guarantee to or for the benefit of a director or officer of the Association.

**8.6 Execution of Documents.** The board of directors may, except as otherwise provided in these bylaws, authorize any officer or agent to enter into any contract or execute any instrument in the name of and on behalf of the Association. Such authority may be general or confined to specific instances. Unless so authorized by the board of directors, no officer, agent, or employee shall have any power

or authority to bind the Association by any contract or engagement, or to pledge its credit, or to render it liable for any purpose or for any amount.

8.7 Insurance. The Association may purchase and maintain insurance on behalf of an individual against liability asserted against or incurred by the individual who is or was a director, officer, employee, or agent of the Association, or who, while a director, officer, employee, or agent of the Association, is or was serving at the request of the Association as a director, officer, partner, trustee, employee, or agent of another foreign or domestic business or nonprofit corporation, partnership, joint venture, trust, employee benefit plan, or other enterprise; provided, however, that the Association may not purchase or maintain such insurance to indemnify any director, officer, or agent of the Association in connection with any proceeding charging improper personal benefit to the director, officer, or agent in which the director, officer, or agent was adjudged liable on the basis that personal benefit was improperly received by the director, officer, or agent.

8.8 Fiscal Year. The fiscal year of the Association shall begin on the first day of July and end on the last day of June in each year.

8.9 Severability. A determination that any provision of these bylaws is for any reason inapplicable, invalid, illegal, or otherwise ineffective shall not affect or invalidate any other provision of these bylaws.

* * * * *

The foregoing bylaws were approved by the membership of the Oregon School Boards Association on December 15, 2024. The original bylaws were duly adopted by the Board of Directors of OSBA on September 15, 2017, and approved by the membership on December 15, 2017, then amended and adopted on December 14, 2018; December 15, 2023; December 15, 2024.

2026 OSBA BYLAWS BALLOT MEASURE

# OSBA Governance Changes

A summary for member boards: what would change, why, and what comes next

**To OSBA member boards,**

In 2026, OSBA's Board Governance Committee led a review of how the association is governed. On September 19, 2026, the OSBA Board of Directors adopted a resolution to amend the OSBA Bylaws and referred it to you, our members, for a vote during the 2026 election cycle.

This summary explains what the amendments would change, why, and what would stay the same. The bylaws set the overall framework. Many supporting details would be worked out afterward through Board policy and operating procedures, with input from the people most affected. Each section lists those open details and who will decide them.

Each member board will vote on the amended bylaws as a single ballot measure. Approval requires two-thirds of returned ballots. The full text of the Board's resolution is included in the voting packet.

We encourage every member board to read the "At a Glance" page and discuss it before voting.

**OSBA Board Governance Committee**

# At a Glance

The ballot measure contains four central changes, plus several smaller technical updates described later in this summary.

### THE FOUR CENTRAL CHANGES

*1*

**Ex-officio advisor seats.** Would end the standing list of named,non-voting advisors on the Board. The Board could still invite advisors when needed.

*2*

**Caucuses.** Caucuses would advise the executive director instead of the Board. The executive director would establish caucuses using criteria the Board sets in policy. Today, adding or removing a caucus requires a member vote to amend the bylaws.

*3*

**Caucus Council.** Would create a new Caucus Council, with one representative from each caucus, to advise the Board. The two caucus seats on the Board would become two seats filled by the Board on the Council's recommendation. The Council would also have new pathways to additional leadership.

*4*

**Legislative Policy Committee (LPC).** Board members would choose whether to serve on the LPC instead of being required to. The Caucus Council would also have LPC seats (number determined in policy).

### WHAT IS NOT CHANGING

**Board size.** The Board would keep up to 25 voting directors: up to 22 elected by region, plus 2 recommended by the Caucus Council.

**Caucus seats during the transition.** The two established caucuses would keep their Board seats until the new Caucus Council directors are appointed, or until the end of 2027, whichever comes first.

**Caucus voice in governance.** Caucuses would continue to have a path to leadership through the two Caucus Council seats and committee seats.

**Board oversight of funding.** The Board would continue to set caucus funding through the annual budget.

## Why these changes

Members told us that the Board's size, unclear roles, and confusion between governance and advocacy are the biggest barriers to an effective Board. These changes are a first, measured step. The Governance Committee will review their impact after one year before recommending anything further, including any change to Board size.

# Background

## How the review was done

As part of OSBA's regular governance review cycle, the Board engaged Coraggio Group in 2026 to assess OSBA's governance structure. The assessment gathered input from:

188 survey respondents, 12 stakeholder interviews, and 7 focus groups, representing the Board, staff, member districts of every size, the caucuses, and the PRIDE Advisory Committee

A review of school board association bylaws in more than 30 states

Coraggio Group reported its findings in June 2026. The Governance Committee then held a design retreat on August 3, recommended bylaws amendments on August 24, and the Board adopted and took action to refer them to the membership on September 19.

## Guiding principles

Four principles, set at the start of the review, shaped which changes moved forward:

### Efficiency

Design structures that make purposeful use of staff resources and board member time. Every committee, caucus, and process should add clear value.

### Effectiveness

Ensure governance structures enable the board to fulfill its core responsibilities: strategic oversight, policy governance, fiduciary accountability, and organizational leadership.

### Engagement

Ensure boards as entities have genuine opportunities to participate and inform decisions without creating administrative burden or unnecessary complexity.

### Representation

Balance representation between boards as fundamental units and districts serving larger student populations, ensuring all member voices carry appropriate weight while maintaining geographic practicality.

## What we heard

- Board size was named by every member group as the greatest opportunity to improve efficiency, and **69%** of Board and staff respondents named it as a structure that should be re-evaluated.
- Confusion between governance and advocacy was the most-cited barrier to Board effectiveness (**29%** of all respondents), followed by unclear roles (**26%**).
- Board and staff rated the Board's understanding of OSBA's Board work **2.6 out of 5**, though they rated orientation **3.9**.
- The non-voting ex-officio seats were rated the least active and least impactful Board roles. **39%** of Board and staff respondents flagged them.
- Both caucuses and the advisory committee received below-target effectiveness ratings. Members of each group flagged their own group's structure for re-evaluation: **69%** of advisory committee respondents, **63%** of Rural Caucus respondents, and **56%** of Members of Color Caucus respondents flagged their own body's structure for re-evaluation.

# The Four Central Changes

## 1. Ex-officio advisor seats

**TODAY**

Up to 25 voting directors: 22 elected by region, plus one from the Oregon School Board Members of Color Caucus and one from the Oregon Rural School Board Members Caucus. The bylaws cap the Board at 25 voting persons (Sec. 3.3).

Five named, non-voting ex-officio advisors: an NSBA director elected from Oregon; the executive director of the Coalition of Oregon School Administrators; the chair-elect of the Oregon Association of Education Service Districts; the board president of the Oregon Community College Association; and the chair of the State Board of Education.

**WHAT WOULD CHANGE**

The named list of ex-officio advisors would be removed.

The Board could designate non-voting ex-officio advisors as needed (Sec. 3.5.4).

**WHY**

*The ex-officio role and its relationship to the Board were never clearly defined. These seats were rated the least active and least impactful Board roles, and 39% of Board and staff respondents flagged them. Peer state associations seat 14 to 19 voting directors; OSBA seats up to 25.*

# 2. Caucuses would advise the executive director

### TODAY

Two caucuses are named in the bylaws: the Oregon School Board Members of Color Caucus and the Oregon Rural School Board Members Caucus.

Each holds a guaranteed Board seat and LPC seat and advises the Board directly.

A caucus can be created or eliminated only by a bylaws amendment approved by members.

The PRIDE Advisory Committee is not named in the bylaws. It advises the Board and has no guaranteed Board or LPC seat.

### WHAT WOULD CHANGE

The executive director would establish caucuses that support OSBA's vision, mission, and goals, following criteria the Board adopts in policy.

Caucuses would advise the executive director instead of the Board. The Caucuses would no longer be approved by the membership.

The two current caucuses would no longer be named in the bylaws. The expectation is that they would be re-established under the new framework, but that would happen through policy, not through this ballot measure.

The PRIDE Advisory Committee is not addressed in the bylaws, so this measure has no immediate effect on its status. Any change would come through Board policy.

Staff support would be defined in caucus operating procedures and an executive director framework rather than in the bylaws.

The Board would continue to evaluate the executive director, providing accountability for groups that report to that position.

### WHY

*Today the two caucuses and the advisory committee have different budgets, seats, authority, and resources. A single framework would give every caucus the same pathway and the same rules.*

*Reporting to the executive director would connect caucuses more directly to OSBA staff and day-to-day operations, providing greater flexibility in how they conduct their work while supporting effective coordination and implementation.*

### STILL TO BE DECIDED

- Criteria and safeguards for establishing a caucus, grounds for dissolving one, and an appeal to the Board if a caucus request is denied or is dissolved (OSBA Policy Committee)
- How caucus leaders are selected, how long they serve, and how leadership rotates (caucus operating procedures)
- What staff provide to caucuses and how staff take part in their meetings (caucus operating procedures and executive director framework)
- How Oregon public meetings law applies to caucus meetings (OSBA Policy Committee, with legal review)

# 3. A new Caucus Council, and caucus seats on the Board

**TODAY**

Each of the two caucuses designates one voting director to the Board and Legislative Policy Committee.

Each caucus manages its own budget.

Adding a caucus adds a seat on both the Board and the LPC.

**WHAT WOULD CHANGE**

A new Caucus Council, advisory to the Board, composed of one Board-approved representative from each caucus, (Sec. 4.4.4).

The Council would recommend two people for the Board to appoint as full voting directors (Secs. 3.5, 3.5.3). These replace the two current caucus seats.

The Council would have the option to recommend a Finance Committee member, LPC members, and members to other Board committees. Recommendations would be subject to the approval of the Board.

The Council would adopt operating procedures (Sec. 4.4.2), keep minutes, report at Board meetings, follow public meetings law (Sec. 4.5), and file a year-end report (Sec. 4.4.6).

The Board would set the Council's budget (Sec. 4.4.5), as it sets caucus budgets today.

New caucuses would join the Council without adding Board seats.

## Filling seats and the transition

**Officer overlap.** If the president or immediate past president is a Caucus Council director, the Council would select an additional director for that term (Sec. 3.5.3).

**Start date.** The new structure would take effect July 1, 2027, to allow time to develop the supporting policies and procedures

**Transition.** The two current caucus directors would keep their seats until the Board appoints the two Council directors, or until the end of 2027, whichever comes first.

**WHY**

*One Council would give every caucus, current and future, the same pathways to leadership. The Council structure allows new caucuses to be added without expanding the Board or revising the bylaws each time a caucus is created. This provides greater flexibility while addressing member concerns about Board size.*

**STILL TO BE DECIDED**

- The Council's operating procedures, including how it selects candidates for its two Board seats (OSBA Policy Committee)
- How Caucus Council budget is distributed to individual Caucuses (Caucus Council)

# 4. Legislative Policy Committee (LPC)

### TODAY

Members: all voting Board members, elected regional representatives (Sec. 4.1.3(c)–(e)), the President as an ex-officio voting member, and one designee from each caucus.

Board policy (Policy 2100) requires every director to serve on the LPC.

The bylaws set two-year terms for LPC seats, with terms starting in January 1 of even-numbered years.

### WHAT WOULD CHANGE

Members: Board members who choose to serve; the president (ex officio, voting); all Executive Committee members (required to serve); elected regional representatives; and members recommended by the Caucus Council (Sec. 4.1.3(b)).

Two-year terms starting January 1 of even-numbered years, with members being limited to up to five consecutive terms, then eligible again after a two-year break (Sec. 4.1.3(f)).

### WHY

*Requiring every director to serve on the LPC blurred the line between governance and advocacy, the barrier to effectiveness respondents named most often. Voluntary service would place directors on the LPC who are ready and have capacity for the advocacy role. Term limits would create predictable rotation and new leadership pathways. Seating Council designees would keep caucus representation on the LPC through one consistent process.*

### STILL TO BE DECIDED

- How directors indicate interest in LPC service, and how seats are filled (OSBA Policy Committee)
- How many Caucus Council designees serve on the LPC (Board and Caucus Council)
- How current members, and directors who join mid-cycle, move into the new term cycle (OSBA Policy Committee)

# Other Changes on the Same Ballot

These technical updates are part of the same ballot measure. Items already covered above are noted, not repeated.

| CHANGE | WHAT IT DOES |
|---|---|
| **Resolution deadline (2.5)** | Moves the deadline for submitting resolutions to the Board from September 30 to September 15. |
| **Region declaration (2.6.2)** | Clarifies that if a member has a main administrative office in more than one region, the member must declare which region it intends to vote and shall only vote in that region. |
| **Regional review (2.7)** | Formal review of OSBA's regions would happen at least every five years instead of every three. |
| **Annual meeting (2.8)** | Keeps the annual members' meeting but drops the requirement that it be in person in November. OSBA would still report on its activities and finances at least once a year. |
| **Quorum and approval (2.13, 2.14)** | Blank ballots and abstentions would count toward quorum but would not count as "no" votes. |
| **Board vacancies (3.6)** | Clarifies that the Board would be able to fill any vacant director seat by appointment, except an extra seat created under Sec. 3.5.1(e) when the president or immediate past president is no longer from that region. |
| **Contiguous regions (3.6)** | Ends the option of appointing a director from a neighboring region. Directors would have to come from the region they represent. |
| **Finance Committee term limits (4.1.2)** | Members starting on or after January 1, 2027, would be able to serve five consecutive two-year terms, then return after a two-year break. Current members would not be affected. |
| **Officer reelection (5.4)** | Clarifies that an officer (other than the past president) whose Board seat is up for election would have to be reelected by their region to remain an officer. |
| **Also on the ballot** | Caucus director transition (3.5.3) and Finance Committee Council designee (4.1.2): see Change 3. LPC terms (4.1.3(f)): see Change 4. |

# Improvements Already Underway (No Vote Needed)

These improvements fall within the Board's and staff's existing authority. Several are already in progress.

| AREA | WHAT IS CHANGING |
|---|---|
| **Onboarding** | Written role descriptions at recruitment, mentoring for new directors, and a check-in at six to eight months. |
| **Board and LPC expectations** | Written attendance and engagement expectations and a way to track them, applying equally to regional and Caucus Council directors. |
| **Regional director role** | Clarifies that regional directors are a point of contact for member boards, not their delegates, and owe their primary duty to the association as a whole as its fiduciaries. |
| **Governance training** | Ongoing training on Board, staff, and officer roles, fiduciary duty, and officer eligibility. |
| **Member communication** | Clear ownership of member communication, a regular governance digest and legislative updates, and roadshows redesigned for two-way dialogue. |
| **Meetings** | In-person sessions for complex decisions and more emphasis on preparation before meetings. |

# Timeline

| | |
|---|---|
| **June 2026** | Coraggio Group delivered governance review report |
| **August 3, 2026** | Governance Committee design retreat |
| **August 24, 2026** | Governance Committee recommended bylaws amendments |
| **September 19, 2026** | Board adopted resolution and referred it to members |
| **2026 election cycle** | Member vote Oct. 15 – Dec. 15 |
| **January 1, 2027** | New Finance Committee term limits apply to incoming members |
| **July 1, 2027** | New caucus and Caucus Council structure takes effect |
| **By December 31, 2027** | Caucus Council directors seated on the Board |
| **One year after implementation** | Governance Committee reviews impact |

VIII. BOARD AND SUPERINTENDENT WORKING AGREEMENTS - SECOND READ

Corvallis
SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Superintendent Noss
Meeting Date: October 22, 2026

# Approve 2026-27 Board and Superintendent Working Agreements – Second Read

**ACTION REQUIRED**

## Background

Board and Superintendent Working Agreements are reviewed annually. Attached are the 2025-26 working agreements. At the September 10, 2026 meeting, Board members and District staff discussed the existing working agreements to determine whether revisions were necessary.

Action is requested on the resulting revisions.

## ACTION REQUESTED:

Approve the changes to the 2026-27 Board and Superintendent Working Agreements Document.

## MOTION REQUESTED:

"I move to approve the changes to the 2026-27 Board and Superintendent Working Agreements document."

Corvallis SCHOOL DISTRICT

# BOARD AND SUPERINTENDENT WORKING AGREEMENTS

~~2025-26~~2026-27

*(DRAFT)*

## A. Purpose of Agreements

The Board of Directors is the governing body for the School District. To effectively meet the District's goals, the School Board and Superintendent must function together as a cohesive leadership team. The following are the group agreements for the Board and Superintendent to support a collaborative relationship.

## B. Board Job Description and Relationship with the Superintendent

1. The Board will act as trustees of the district, seeking to make decisions in the best interest of all students in the community.
2. The Board will collaborate with the Superintendent to set the long-term direction of the district through the mission, vision, goals, and priorities.
3. The Board will govern through policymaking, planning, and oversight, while acting as financial stewards of the district, including setting expectations, aligning resources with priorities, planning for fiscal sustainability, and monitoring progress.
4. The Board will conduct district business with care and respect, fostering board unity and assisting in gaining acceptance and support in the community by openly sharing district progress and celebrating student success.
5. The Board will understand that as an individual, a board member has no authority. It is when acting through a majority that the Board has influence.
6. The Board will supervise the hiring, performance evaluation, and other personnel management processes related to the Superintendent.
7. The Board may engage and volunteer in learning activities at the board, district, community, state, and national levels. Annually, the Board will receive a list of internal and external liaison opportunities. Board leadership will assign board members based on preference and capacity.
8. The Board will, as a cohesive leadership team, work with the Superintendent as a team, recognizing that the Superintendent is the Board's advisor.
9. The Board will refer all matters related to day-to-day operations to the Superintendent, respecting the Superintendent's responsibility to manage district operations, and delegate to staff, ensuring a timely response from the District.

## C. Role of Board Leadership

1. Board leadership will manage the Board's processes, convene meetings, develop the Board agenda with the Superintendent, seek board member input, and execute documents as appropriate.
2. Board leadership will serve as the authorized spokesperson for the Board with regard to board policy, process, and decisions. The Chair may delegate this responsibility to other board members and/or the Superintendent.
3. Board leadership, or a designated delegate, will respond to communications addressed to the Board. All Board members will be included in responses issued by the Board chair. Following the chair's response, other Board members may also respond if they choose.
4. Board leadership will communicate with individual board members as mediator should an issue or problem develop between members of the Board and express expectations under policies, working agreements, and group operating norms.
5. Board leadership will assist the Superintendent in communicating important information to the full Board and will keep board members apprised of information exchanged with the Superintendent.
6. Board leadership will set strategic priorities for board professional development annually.
7. Board leadership will consist of a Board Chair and Co-Vice Chairs. A Vice Chair will perform leadership duties when the Chair is not available.
8. The Board Chair will send out an annual update to city and county leadership, informing them of board leadership positions for the upcoming school year.

## D. Role of the Superintendent

1. The Superintendent serves as the chief executive officer charged by the Board to be the operational and instructional leader of the school district.
2. The Superintendent invests in the relationship with, and the capacity of, members of the Board.
3. The Superintendent works with the Board to establish strategic priorities for the District.
4. The Superintendent prepares annual goals for the Board's consideration.
5. The Superintendent serves as the chief advisor of the Board by providing relevant qualitative and quantitative data and other sources of accurate information to board members so that comprehensive, evidence-based decisions can be made.
6. The Superintendent communicates with board members promptly and effectively by informing the board of all emergent information, including relevant trends, anticipated media coverage, or vital external or internal change.
7. The Superintendent or designee schedules times for a maximum of three board

members to meet with the Superintendent or designee for information-sharing sessions and questions. Answers to questions will be shared with the entire Board, and meeting participants will not deliberate towards a decision.

S:\DO\Super\Kim\BOARD\Working Agreements & Norms\Working Agreements\2025-26\2025-26 Corvallis BSOA - Approved.docx

## IX. DISCUSSION REGARDING PUBLIC COMMENT

Corvallis
SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Kim Nelson, Board Secretary
Meeting Date: October 22, 2026

## Public Comment Discussion

**NO ACTION REQUESTED**

On October 8, 2026, the Board held a work session with Kristen Miles, Director of Board Development for the Oregon School Boards Association. As a follow-up to that session, the following items are presented for Board discussion regarding public comment guidelines:

- **Policy BDDH (Public Participation in Board Meetings):** Core guidelines for community engagement during regular meetings.
- **Policy BDDH-AR (Public Comment Procedures):** Administrative regulations detailing public comment structure and procedures.
- **Board Norms:** Agreed-upon operational standards and commitments for board communication and conduct.
- **Reference Documents:** Policies from Oregon School Districts.

Staff seeks Board feedback during this discussion to ensure the documents are finalized for future adoption.

IX.A. Policy BDDH - Public Participation in Board Meetings

Corvallis School District 509J

Code: **BDDH**
Adopted: 12/08/03
Readopted: 2/01/18

# Public Participation in Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites district community members to attend Board meetings to become acquainted with the programs and operation of the district. Members of the public are also encouraged to share their ideas and opinions with the Board when appropriate.

## Public Participation in Open Meetings

The Board will establish procedures for public participation in open meetings. The purpose of these procedures will be to inform the public how to effectively participate in Board meetings for the best interests of the individual, the district, and the community. The information will be easily accessible and available to all patrons.

At the discretion of the Board chair, anyone wishing to speak before the Board during the public comment portion of a meeting, either as an individual or as a member of a group, on any agenda item or other topic, may do so by providing the Board secretary with a completed registration card. Such registration cards will be provided prior to the start of the Board meeting.

Statements by members of the public should be brief and concise. The chair may use discretion to establish a time limit on discussion or oral presentation by visitors. A spokesperson should be designated to represent a group with a common purpose.

Speakers may offer objective criticism of district operations and/or programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to policy KL - Public Complaints and administrative regulation KL-AR - Public Complaint Procedure for Board consideration of a legitimate complaint involving a staff member. Complaints regarding budget, programs, or other district issues also should be handled by first following the steps outlined in policy KL and administrative regulation KL-AR. Copies are available at Board meetings and online on the district website.

Undue interruption or other interference with the orderly conduct of Board business cannot be allowed. Defamatory or abusive remarks are always out of order. The Board chair may terminate the speaker's privilege of address if, after being called to order, the speaker persists in improper conduct or remarks.

## Executive Session

Closed executive sessions are reserved specifically for the following purposes:

1. To consider the employment of a public officer, employee, staff member, or individual agent. The exception contained in this paragraph does not apply to:

    a. The filling of a vacancy in an elective office.

b. The filling of a vacancy on any public committee, commission or other advisory group.
c. The consideration of general employment policies.
d. The employment of the chief executive officer, other public officers, employees, and staff members of any public body unless the vacancy in that office has been advertised, regularized procedures for hiring have been adopted by the public body, and there has been opportunity for public input standards, criteria, and policy directives to be used in hiring chief executive officers shall be adopted by the governing body in meetings open to the public in which there has been opportunity for public comment.

2. To consider the dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member, or individual agent, unless such public officer, employee, staff member, or individual agent requests an open hearing.

3. To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

4. To conduct deliberations with persons designated by the governing body to negotiate about real property transactions.

5. To consider records that are exempt by law from public inspection.

6. To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.

7. To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

8. To review and evaluate, pursuant to standards, criteria and policy directives adopted by the governing body, (the Board) the employment-related performance of the chief executive officer (the superintendent), an administrator, employee, or staff member, unless the person whose performance is being reviewed requests an open hearing.

   The standards, criteria, and policy directives used in evaluating chief executive officers shall be adopted by the Board in meetings open to the public in which there has been opportunity for public comment.

   An executive session for the purposes of evaluating a chief executive officer or other officer, employee, or staff member shall not include a general evaluation of agency goals, objectives, operations, or programs.

9. To carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange, or liquidation of public investments.

10. Pursuant to ORS 192.660 (2), labor negotiations shall be conducted in executive sessions unless either side of the negotiators requests open meetings. Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640.

END OF POLICY

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**Legal Reference(s):**

ORS 165.535
ORS 165.540
ORS 192.610 to -192.690
ORS 332.057

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2017); 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).
Americans with Disabilities Act Amendments Act of 2008.
*Baca v. Moreno Valley Unified Sch. Dist.*, 936 F. Supp. 719 (C.D. Cal. 1996).
*Leventhal v. Vista Unified Sch. Dist.*, 973 F. Supp. 951 (S.D. Cal. 1997).

IX.B. Policy BDDH-AR - Public Participation in Board Meetings

Corvallis School District 509J

Code: **BDDH-AR**
Revised/Reviewed: 1/11/18

# Public Participation in Board Meetings

1. Lay Advisory Committees

   Lay advisory committees may be appointed by the Board to consider specific matters of district-wide importance. Such committees will, insofar as possible, be representative of the district and varying points of view. Recommendations of such committees will be given careful consideration by the Board, which will regard them solely as recommendations that cannot and do not relieve the Board of its legal responsibility. Lay advisory committees will be dissolved when the purpose for which they were established ceases to exist. All meetings of such advisory committees shall be considered open meetings and follow public meetings and records laws.

2. Public Communication to the Board

   The Corvallis School Board values the opinions and input of community members. The public may offer comments during certain School Board meetings or correspond in writing via email or U.S. mail, as outlined below.

   a. Written Correspondence

      Letters, emails, and other written materials submitted to the Board are considered public record. They may be submitted via U.S. mail to: Corvallis School Board, Attn: Board Secretary, P.O. Box 3509J, Corvallis, OR 97339.

      Emails may be sent to: schoolboard@corvallis.k12.or.us, and will reach all Board members as a group. Emails sent to this address also will be received by the Superintendent, Assistant Superintendent, Human Resources Director, Finance and Operations Director, and Executive Assistant to the Superintendent and Board of Directors (aka "Board Secretary").

      Citizens may also contact Board members by telephone. Telephone numbers are available on the district's web site or by contacting the superintendent's office.

   b. Public Comment at Meetings

      Members of the public have the opportunity to share their ideas and opinions with the Board at certain meetings during the public comment portion of the meetings.

      (1) To Request the Opportunity to offer Public Testimony

         (a) Complete a comment request card, which are provided at meetings when public comment will be accepted. Give the completed card to the Board Secretary before the meeting begins.
         (b) Complete all requested information. Failing to fully and clearly complete the card and/or to submit it to the Board Secretary before the meeting begins may affect your opportunity to offer comments at the meeting.

(c) Although it is not required, you may wish to prepare a written statement from which to read during the meeting; if so, you may choose to leave your written comments with the Board Secretary to file with the official minutes of the meeting.
(d) Although not required, you are welcome to provide handouts to the Board; if so, please bring 13 copies and give them to the Board Secretary to distribute.
(e) The Board Secretary will sort cards, by topic, when they are completely filled out and submitted before the meeting starts. If there are several cards in one set/topic, the Board Secretary will draw one card from each set, in turn.
(f) If more comment requests are submitted than can be accommodated during the allotted time on the Board's agenda, you might not be called upon to provide your comments. In that case, you may submit your comments in written form; see below for information.
(g) When you testify, your name, address, and comments are matters of public record; however, students and staff are not required to provide their addresses.
(h) Members of the Board and the superintendent may ask questions of a speaker or make comments in response to the speaker's remarks, but will not engage in conversation.

(2) Rules for Public Comment

(a) When you're called on to comment, proceed to the podium/table in front of the Board. Only one person at a time is allowed to be at the podium/table, with exceptions at the discretion of the Board Chair.
(b) State your name and the topic you will address. This is a matter of public record and will not count against your time.
(c) Direct your comments to the Board. The Board chair will refer questions or requests for action to the appropriate person for response at a later date.
(d) Keep your comments within the specified time allotted, usually three minutes, but it could be more or less at the discretion of the Board chair. You will be signaled when you have 30 seconds remaining and again when your time is up.
(e) If others have spoken before you about the same issue, please state that fact and either decline to comment or limit your comments to points not already stated.
(f) If a group wishes to speak, designate one spokesperson for the group; that person will stand at the podium/table. In order to maintain the meeting schedule, repetitious comments are discouraged.
(g) Speakers may offer objective criticism of district operations and/or programs, but the Board will not hear complaints concerning individual district personnel. Any such complaints must be handled following the steps outlined in policy KL-Public Complaints and administrative regulation KL-AR-Public Complaints Procedure, copies of which are available at Board meetings and online.
(h) Complaints regarding budget, programs, and/or other district issues should be handled by following the steps outlined in policy KL. Challenges of instructional resources or materials used by the district are subject to the rules and regulations of policy II/IIA-Instructional Resources/Instructional Materials.
(i) Undue interruption or other interference with the orderly conduct of Board business cannot be allowed. Defamatory or abusive remarks are always out of order. The Board Chair may terminate the speaker's privilege of address if, after being called to order, the speaker persists in improper conduct.

IX.C. 2025-26 Board Norms

Corvallis
SCHOOL DISTRICT

# BOARD NORMS
# 2025-26

*(Adopted 10/19/25 )*

## A. How We Approach Board Work

1. The Board will commit to conducting its work with care and respect. Comments and actions that cause harm based on people's identities will not be tolerated.
2. The Board will value the lived experiences of students, families, staff, community, and board members when engaging with the community and during meetings.
3. The Board will actively listen to those sharing their points of view to facilitate full understanding and the possibility of changing viewpoints when engaging with staff, students, families, and community members.
4. The Board leadership will consist of a Board Chair and Co-Vice Chairs. A Vice Chair will perform leadership duties when the Chair is not available.

## B. How We Meet

1. During board meetings, board members will strive to start and end on time. The Board will engage in relevant and topical discussion based on the agenda topics.
2. During board meetings, board members will have the opportunity to speak to each agenda item before members may speak a second time. The Chair has the authority to move the discussion forward.
3. During board meetings, board members will actively listen to those sharing their points of view to facilitate full understanding and the possibility of changing viewpoints.
4. During board meetings, board members will allow all members time to express themselves without feeling rushed. Members will be succinct to maintain opportunity for all to express themselves.
5. During board meetings, board members will allow moments of silence between commentaries to provide time to consider the discussion.
6. During board meetings, board members will adhere to public meeting laws, which stipulate that no quorum of a governing body may meet privately (including before and after meetings and during breaks) to decide, deliberate on, or gather information on any matters.

## C. How We Engage with Public Comment

1. The Board will value public comment as an important way to hear from students, families, staff, and community members and, as such, is essential to the work of the district and board.
2. The Board will facilitate comments from the public and follow-up questions from board members, adhering to the time allotted for public comment.
3. The Board will actively listen to those sharing their points of view to facilitate full understanding and the possibility of changing viewpoints.
4. The Board will defer to the Superintendent to offer a response directly following public comment if a comment relates specifically to district operations and is time-sensitive in nature.
5. The Board may revisit topics or issues brought up during public comment if they choose to do so at the appropriate time in the agenda. If needed, the Board will utilize work sessions and other forms of engagement to hear from the community.

## D. How We Support Students and Staff

1. The Board will value every student in a school building as a unique individual with identities, lived experiences, and points of view that enhance our schools and district.
2. The Board will value every staff member in a school building as an educator of students. The Board will respect and rely on their professional expertise.
3. The Board will be cognizant of scarcity of resources and time when requesting action from staff. Information requests that demand significant staff effort to fulfill will be aligned with the District Goals and approved by the Board.
4. The Board may visit schools and participate in school events as informal expressions of interest in school affairs and not as visits for supervisory or administrative purposes.

## IX.D. Additional Reference Documents

# Greater Albany School District 8J

Code: BDDH
Adopted: 2/11/19
Revised/Readopted: 6/28/21; 2/28/22; 4/24/23; 2/10/25
Orig. Code(s): BDDH

## Public Comment at Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites the district's community members to attend Board meetings to become acquainted with the program and operation of the district. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment.

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the district at least 48 hours prior to the Board meeting with the request, consistent with Board policy BD/BDA – Board Meetings.

Public Comment Information that includes additional procedure information will be available on the district website and as a handout at Board Meetings.

Comments submitted may not warrant action by the Board or the Superintendent.

**Procedures for In Person or Virtual Public Comment**

The Board establishes the following procedures for public comment at Board meetings held in open session. The information will be accessible and available to all patrons accessing or attending such a Board meeting.

1. Public comment is limited to its designated place on the agenda and while time allows.

2. A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, will sign in on the public comment sheet provided for in person public comment or fill out the Public Comment Form available on the district website to request access to provide a virtual public comment.[1] A request to give public comment in-person or virtually does not guarantee time will be available.

3. A person speaking during the public comment portion of the meeting may comment on a topic not on the published agenda.

4. A person speaking during the public comment portion of the meeting should state their name, whether they are a resident of the district or work for the district, affiliation with the district (student,

[1] When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

parent, staff or community member) and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.

5. A person giving public comment is limited to an established time limit of three minutes. Statements should be brief and concise. The Board chair has discretion to waive time limits or extend the overall time allotted for public comment. Additional time will be allocated in a fair and equitable manner.

6. If a person has more comments than time allows or is unable to comment due to time constraints, the person is encouraged to submit additional comments to the Board using the Written Comments Procedures.

7. Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date.

The Board may hear public comment at Board work sessions.

**Procedures for Written Comment**

Members of the public may submit written comments to the Board by filling out the Public Comment Form available on the district website. Comments submitted by noon on the Board meeting date will be provided to the Board before the Board meeting but will not be read at the Board meeting.

**Comments Regarding Specific Student Groups or Staff Members**

A person speaking during the designated portion of the agenda for public comment may offer objective criticism of district operations and programs. The Board will not hear comments criticizing specific student groups or individual district staff member. The Board chair, Board member or district staff will direct the visitor to the procedures in published complaint policy procedures for consideration of a legitimate complaint involving a staff member. Any association contract governing the employee's rights will be followed.

END OF POLICY

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**Legal Reference(s):**

ORS 165.535
ORS 165.540
ORS 192.610 - 192.690
ORS 332.057
ORS 332.107

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
*Baca v. Moreno Valley Unified Sch. Dist.*, 936 F. Supp. 719 (C.D. Cal. 1996).
*Leventhal v. Vista Unified Sch. Dist.*, 973 F. Supp. 951 (S.D. Cal. 1997).
Oregon House Bill 2560 (2021).

**Cross Reference(s):**

BDDC - Board Meeting Agenda

# Eugene School District 4J

Code: BDDH
Adopted: 10/03/18
Revised/Readopted: 5/07/25
Orig. Code: BDDH

## Public Comment at Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites the district's community members to attend Board meetings to become acquainted with the programs and operation of the district. The public has a right to attend public meetings held in open session. The Board welcomes and encourages the members of the public, including students, staff, families, and community, to share comments, ideas and opinions with the Board during designated times on the agenda.

The Board may conduct meetings without public comment. Oregon's public meeting law is not a public participation law. However, the Board deeply appreciates public input to improve the district's efforts on behalf of students and staff. While the Board will not typically engage in deliberations or answer questions of the public while in session, the Board directors consider all input in their decision making.

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the district at least 48 hours prior to the Board meeting with the request, consistent with Board policy BD/BDA – Board Meetings.

### Procedures for Oral Public Comment

The Board establishes the following procedures for public comment at regular meetings held in open session. Information will be accessible and available to all patrons accessing or attending such a Board meeting.

1. Public comment is limited to its designated place on the agenda as time allows for that agenda item.

2. A person wishing to provide public comment at a board meeting, should submit a request form online by a deadline set by the district administration 48 hours before the meeting. Request forms can be accessed on the district website via this (link to district website) or by contacting the Superintendent's office. Public comment, like meeting attendance, is available either virtually or in person. Up to 10 community members will be scheduled to provide public comment at each meeting, with a 3-minute time limit per speaker. If more than 10 people request to speak, priority will be given to residents who did not provide public comment during the previous two meetings, then the selection of speakers will be determined randomly.[1] A request to give public comment in-person or electronically does not guarantee time will be available.

3. A person speaking during the public comment portion of the meeting may comment on an agenda item or other topic not on the published agenda.

4. A person speaking during the public comment portion of the meeting should state their name, whether they are a resident of the district, and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with comments for a common purpose.

[1] When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

5. A person giving public comment is limited to an established time limit of three minutes. Statements should be brief and concise. Prior to the meeting the Board chair may extend the overall time allotted for public comment in consideration of the number of people wishing to provide comment. Prior to the public comment agenda item, the Board chair, without objection from the Board, may consistently adjust time limits for all individual speakers. Any additional time will be allocated in a fair and equitable manner across all speakers, giving each an equivalent amount of time. Time limits may be determined based on the number of commenters and the amount of time available for public comment. If a person has more comments than time allows or is unable to comment due to time constraints, the person is encouraged to submit additional written comments to the Board through the district office as directed.

6. Comments and inquiries from the public during the designated portion of the agenda are taken into consideration by all Board directors, but will not typically be responded to by the Board chair or other directors. Inquiries may be referred to the superintendent for reply at a later date.

7. The Board will not typically hear public comment at Board work sessions. However, on occasion the Board may seek public comment on a specific topic of a work session agenda.

## Procedures for Written Comment

Members of the public may submit written comments or materials to the Board at any time at the district office, by mail or by email to board@4j.lane.edu . Materials or comments submitted at least 48 hours in advance of a Board meeting will be provided to the Board before the Board meeting, but will not be read at the Board meeting.

All oral and written public comment will be considered by the Board. The Board Chair or designee may acknowledge written comments, however the Board generally does not respond directly to the public comments and cannot deliberate with the public.

## Comments Regarding Staff Members

A person speaking during the designated portion of the agenda for public comment may offer objective comments or criticism about district operations and programs. For complaints about individuals, the district has a board policy (KL-Public Complaints) and complaint process. A commendation involving a staff member should be sent to the superintendent's office.

END OF POLICY

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**Legal Reference(s):**

ORS 165.535
ORS 165.540
ORS 192.610 - 192.690
ORS 332.057
ORS 332.107

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
*Baca v. Moreno Valley Unified Sch. Dist.*, 936 F. Supp. 719 (C.D. Cal. 1996).
*Leventhal v. Vista Unified Sch. Dist.*, 973 F. Supp. 951 (S.D. Cal. 1997).
Oregon House Bill 2560 (2021).

**Cross Reference(s):**

BDDC - Board Meeting Agenda

# Lebanon Community Schools

Code: BDDH
Adopted: 4/14/22
Orig. Code: BDDH

## Public Comment at Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites the district's community members to attend Board meetings to become acquainted with the program and operation of the district. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas, and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment. The public meeting law is a public attendance law, not a public participation law. The right of the public to attend does not include the right to participate by giving testimony or comment.

The Lebanon Community School Board recognizes members re vital to the success of the school system. Therefore, the Board extends to community members the right to make comments at the designated place on the agenda. Comments should follow the guidelines as described in the policy.

Board members should refrain from responding to audience comments.

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the district at least 48 hours prior to the Board meeting with the request, consistent with the Board policy BD/BDA – Board Meetings.

**Procedures for Oral Public Comment**

The Board establishes the following procedures for public comment at Board meetings held in open session. The information will be accessible and available to all patrons accessing or attending such a Board meeting.

1. Public comment is limited to its designated place on the agenda and while time allows and should be made in an orderly manner and civil tone.

2. A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, will complete and submit the Intent to Speak form to the Board secretary prior to the Board meeting. [1] If attending virtually, the Intent to Speak form must be submitted 24 hours prior to the meeting. A request to give public comment in-person or electronically does not guarantee time will be available.

3. A person speaking during the public comment portion of the meeting may comment on a topic not on the published agenda.

[1] When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

4. A person speaking during the public comment portion of the meeting should state their name, whether they are a resident of the district, and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.

5. A person giving public comment is limited to an established time limit of three minutes. Statements should be brief and concise. The Board chair has discretion to waive time limits or extend the overall time allotted for public comment. Additional time will be allocated in a fair and equitable manner. Time limits will be determined based on the number of commenters and the amount of time available for public comment. If a person has more comments than time allows or is unable to comment due to constraints, the person is encouraged to submit additional written comments to the Board through the district office as directed.

6. Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date. The Board will not respond to inquiries that are expected to be addressed during another designated portion of the agenda.

The Board will not hear public comment at Board work sessions.

Topics raised during the public comment portion may be considered for inclusion as agenda items at future Board meetings.

**Comments Regarding Staff Members**

A person speaking during the designated portion of the agenda for public comment may offer objective criticism of district operations or programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board Policy KL - Complaints for consideration of a legitimate complaint involving a staff member. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, a supervisor and the Board.

END OF POLICY

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**Legal Reference(s):**

ORS 165.535
ORS 165.540
ORS 192.610 - 192.690
ORS 332.057
ORS 332.107

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2017); 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).
Americans with Disabilities Act Amendments Act of 2008.
Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996).
Leventhal v. Vista Unified Sch. Dist., 973 F. Supp. 951 (S.D. Cal. 1997).

**Cross Reference(s):**

BDDC - Board Meeting Agenda

Code: BDDH
Adopted: 7/09/02
Revised/Readopted: 6/14/16 (Effective 7/01/16); 12/14/21
Orig. Code: BDDH

# Public Comment at Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites the district's community members to attend Board meetings to become acquainted with the program and operation of the district. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment.

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the district at least 48 hours prior to the Board meeting with the request, consistent with Board policy BD/BDA – Board Meetings.

**Procedures for Oral Public Comment**

The Board establishes the following procedures for public comment at Board meetings held in open session. The information will be accessible and available to all patrons accessing or attending such a Board meeting.

1. Public comment is limited to its designated place on the agenda and while time allows.

2. A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, will sign in on the public comment sheet provided, complete and submit the Intent to Speak card to the Board secretary or submit their name electronically (if the meeting is virtual) prior to the Board meeting.[1] A request to give public comment in-person or electronically does not guarantee time will be available.

3. A person speaking during the public comment portion of the meeting may comment only on agenda items.

4. A person speaking during the public comment portion of the meeting should state their name, whether they are a resident of the district, and, if speaking for an organization, the name of the organization. A spokesperson will be designated to represent a group with a common purpose.

5. A person giving public comment is limited to an established time limit allowed by the Board Chair. Statements should be brief and concise. The Board chair has discretion to waive time limits or extend the overall time allotted for public comment. Additional time will be allocated in a fair and equitable manner. If a person has more comments than time allows or is unable to comment due to time constraints, the person is encouraged to submit additional written comments to the Board through the district office as directed.

[1] When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

6. Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date. The Board will not respond to inquiries that are expected to be addressed during another designated portion of the agenda.

The Board will not hear public comment at Board work sessions.

Topics raised during the public comment portion may be considered for inclusion as agenda items at future Board meetings.

**Procedures for Written Comment**

Members of the public may submit written comments or materials to the Board at any time at the district office, by mail or by email to eddie.symington@lincoln.k12.or.us. Materials or comments submitted at least 72 hours in advance of a Board meeting will be provided to the Board before the Board meeting, but will not be read at the Board meeting. Written materials or comments submitted may not warrant action by the Board.

**Comments Regarding Staff Members**

A person speaking during the designated portion of the agenda for public comment may offer objective criticism of district operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for consideration of a legitimate complaint involving a staff member. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, a supervisor and the Board.

END OF POLICY

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**Legal Reference(s):**

ORS 165.535
ORS 165.540
ORS 192.610 - 192.690
ORS 332.057
ORS 332.107

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
*Baca v. Moreno Valley Unified Sch. Dist.*, 936 F. Supp. 719 (C.D. Cal. 1996).
*Leventhal v. Vista Unified Sch. Dist.*, 973 F. Supp. 951 (S.D. Cal. 1997).
Oregon House Bill 2560 (2021).

Canby School District 86

Code: **BDDH**
Adopted: 1/23/03
Readopted: 12/14/17
Orig. Code(s): BDDH

# Public Comment at Board Meetings

All meetings of the Board, with the exception of executive sessions, shall be open to the public. The Board invites patrons of the district to attend Board meetings to become acquainted with the program and operation of the district. Members of the public are also encouraged to share their ideas and opinions with the Board when appropriate.

It is the intent of the Board to ensure communications with individuals with disabilities are as effective as communications with others. Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary aids[1] and services.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual. All auxiliary aids and/or service requests must be made with appropriate advance notice. Should the Board demonstrate such requests would result in a fundamental alteration in the service, program or activity or in undue financial and administrative burdens, an alternative, equally effective means of communication will be used.

**Audience**

During an open session of a Board meeting, members of the public are invited to present comments during the portion of the agenda so designated. At the discretion of the Board chair, further public comment may be allowed.

**Request for an Item on the Agenda**

A member of the public may request the superintendent consider placing an item on the agenda of a regular Board meeting. This request should be made in writing and presented to the superintendent for consideration at least five working days prior to the scheduled meeting.

**Procedures for Public Comment at Meetings**

Procedures shall be established for public comments in meetings of the Board open to the public. The purpose of these procedures shall be to inform the public on how to effectively participate in Board meetings in the best interests of the individual, the district and the patrons. The information shall be easily accessible and available to all patrons attending a public meeting of the Board.

[1]Auxiliary aids may include, but are not limited to, such services and devices as qualified interpreters, assistive listening systems, note takers, readers, taped texts, Braille materials and large print.

1. Discussion or presentation concerning a published agenda item is limited to a designated place on the agenda, unless otherwise authorized by the Board chair.

2. A visitor speaking during the meeting may introduce a topic not on the published agenda. The Board, at its discretion, may require that a proposal, inquiry or request be submitted in writing and reserves the right to refer the matter to the administration for action or for study.

3. Any person invited by the Board chair to speak to the Board at a meeting should state his/her name and residence and if speaking for an organization, the name and identity of the organization. A group of people with a common purpose should designate a spokesman to speak for the group.

4. Statements by members of the public should be brief and concise. The Board chair may exercise discretion to establish a time limit on discussion or oral presentation by visitors.

5. Questions asked by the public, when possible, will be answered by the Board chair or referred to the superintendent for reply. Questions requiring investigation may, at the discretion of the Board chair, be referred to the superintendent for response at a later time.

6. At the discretion of the Board chair, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda item or other topic, may do so by providing the Board secretary with a complete registration card prior to the Board meeting in order to allow the chair to provide adequate time for each agenda item.

**Petitions**

Petitions may be accepted at any Board meeting. No action shall be taken in response to a petition before the next regular meeting. Petitions shall be referred to the superintendent for consideration and recommendation.

**Comments Regarding Staff Members**

Speakers may offer objective criticism of school operations and programs. The Board shall not hear comments regarding any individual district staff member, nor against any person connected with the school system. The Board chair shall direct the visitor to the procedures in Board policy KL - Public Complaints for Board consideration of a legitimate complaint involving a staff member. The association contract governing the employee's rights will be followed. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, his/her supervisor and the Board.

END OF POLICY

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**Legal Reference(s):**

ORS 165.535 ORS 192.610 to -192.690 ORS 332.057
ORS 165.540

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2012); 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).
Americans with Disabilities Act Amendments Act of 2008.
*Baca v. Moreno Valley Unified Sch. Dist.*, 936 F. Supp. 719 (C.D. Cal. 1996).
*Leventhal v. Vista Unified Sch. Dist.*, 973 F. Supp. 951 (S.D. Cal. 1997).

# BDDH - Public Comment at Board Meetings

*Code: BDDH*
*Readopted: 1/30/24*
*Adopted: 9/08/97*
*Orig. Code(s): BDDG*

All board meetings, with the exception of executive sessions, will be open to the public. The board invites the district's community members to attend board meetings to become acquainted with the program and operation of the district. Members of the public also may be invited to share comments with the board during designated times on the agenda.

It is the intent of the board to ensure communications with individuals with disabilities are as effective as communications with others. Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in board meetings and submit comments to the board. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary**[1]** aids and services. Auxiliary aids and services for persons with disabilities will be available at no charge to the individual. All auxiliary aid and/or service requests must be made with appropriate advance notice. Should the board demonstrate such requests would result in a fundamental alteration in the service, program or activity or an undue financial and administrative burden, an alternative, equally effective means of communication will be used.

**Procedures for Public Comment at Meetings**
The board will establish procedures for public comment in open meetings. The purpose of these procedures will be to inform the public how to effectively participate in board meetings for the best interests of the individual, the district and the patrons. The information will be easily accessible and available to all patrons attending a public board meeting.

1. Public comment is limited to its designated place on the agenda and while time allows, as determined by the board chair. The board may conduct a meeting without public comment.
2. When the board provides an opportunity for in-person attendees to provide oral or written public comment, a similar opportunity will be provided for virtual attendees.
3. Anyone wishing to speak before the board may request to do so by providing the board secretary with a completed request card or other established method for requests to speak, prior to the board meeting.
4. The board chair will determine the method for the selection and order of the speakers.
5. A person giving public comment will be limited to a time limit established by the board chair. Time cannot be shared or given to another person. Statements should be brief and concise.
6. A person speaking during the public comment portion of a meeting may comment on a topic not on the published agenda.
7. A person speaking to the board during the public comment portion of a meeting should provide their name and whether they are a resident of the district, and, if speaking for an organization, the name and identity of the organization. The board prefers that a group designate a spokesperson to represent those with a common purpose.
8. If a person has more comments than time allows or is unable to comment due to time constraints, they may submit their additional comments to the board in writing through the district office as directed.
9. The board will not answer questions submitted during public comment at the board meeting. A board member or district representative may follow up after the meeting.

**Criticisms of Staff Members**
Speakers may offer objective criticism of district operations and programs, but the board will not hear complaints concerning individual district personnel. The board chair will direct the visitor to the appropriate means for consideration and disposition of legitimate complaints involving a staff member.

END OF POLICY

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**Legal Reference(s):**
**ORS 165 (http://policy.osba.org/orsredir.asp?ors=ors-165)**.535
**ORS 165 (http://policy.osba.org/orsredir.asp?ors=ors-165)**.540
**ORS 192 (http://policy.osba.org/orsredir.asp?ors=ors-192)**.610 to -192.690
**ORS 332 (http://policy.osba.org/orsredir.asp?ors=ors-332)**.057

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English

**ORS 332.107 (https://www.oregonlegislature.gov/bills_laws/ors/ors332.html)**

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2012); 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).
Americans with Disabilities Act Amendments Act of 2008.
*Baca v. Moreno Valley Unified Sch. Dist.*, 936 F. Supp. 719 (C.D. Cal. 1996).
*Leventhal v. Vista Unified Sch. Dist.*, 973 F. Supp. 951 (S.D. Cal. 1997).

**Cross Reference(s):**
BDDC - Board Meeting Agenda

[1]Auxiliary aids may include, but are not limited to, such services and devices as qualified interpreters, assistive listening systems, note takers, readers, taped texts, Braille materials and large print.

English

X. ADJOURNMENT (8:55 PM)*