

Board of Directors Meeting
School District 4J, Lane County
District Office
200 N. Monroe Street
Eugene, Oregon 97402
Wednesday, October 13, 2021

NOTICE: The meeting will be open to the public via live broadcast on KRVM 1280-AM and 98.7 FM, the internet at www.4j.lane.edu/stream, in-person or via Zoom Webinar at <https://zoom.us/j/97396578668?pwd=LzBRpEpqZ0JxRzVpaVdlQ3h5UFVzd09>

School Board Meeting Request Forms:
Attend in-person: www.4j.lane.edu/board/attendance
Community members interested in attending the sessions in-person must submit a request in advance, as seating is limited due to COVID-19. If more people request to attend the meeting in-person than can be accommodated, priority will be given to individuals who have not recently attended a board meeting in-person. Face mask requirements and physical distancing protocols will be in effect.

Requests to attend a board meeting in-person must be submitted no later than 5 p.m. on the Monday before the meeting.

5:30 PM
5:30 p.m. Executive Sessions and 6:15 p.m. Special Board Meeting

- I. **5:30–6:15 p.m. Executive Sessions:**
 - 1. The board will convene in executive session 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, pursuant to ORS 192.660 (2)(h).
 - 2. The board will convene in executive session to conduct deliberations to consider the dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, pursuant to ORS 192.660 (2)(b).

Executive Sessions are closed to the public. All matters discussed during executive sessions are confidential and shall not be disclosed by any representative of the news media without authorization by the school board.
- II. **6:15 p.m. Special Board Meeting:**
- III. Consent Group - Items for Action
 - 1. Approve Memorandum of Agreement (MOA) with Oregon School Employee Association (OSEA) Concerning Compensation of Transportation Employees 2
Prepared by: Christine Nesbit, General Counsel
- IV. Items for Information
 - 1. Budget Committee Update (10 minutes) 6
Prepared by: Kerry Delf, Chief of Staff
- V. Items for Action at a Future Meeting
 - 1. Approve Board Working Agreements (40 minutes) 10
Presenter: Judy Newman, Board Chair
- VI. Adjourn

THIS MEETING WILL BE BROADCAST OVER KRVM-AM (1280)

INTERPRETERS FOR THE DEAF AND HARD OF HEARING:

To request interpreter services for this meeting, please call (541) 790-7850 or TDD (541) 790-7712 or the TDD Relay Number 1 (800) 735-2900



ITEM FOR ACTION – CONSENT AGENDA

Date of Meeting

October 13, 2021

Title

Approve Memorandum of Agreement with OSEA Concerning Compensation of Transportation Employees

Presenter(s)

Christine Nesbit, General Counsel

Background

There is a nationwide and local shortage of individuals licensed and qualified to drive school buses, which is negatively impacting the district's transportation services. The shortage of bus drivers is extreme and expanding, despite significant efforts to optimize efficiencies and recruit and retain staff. The district has consolidated routes and rerouted students as much as possible to stretch our limited resources. Currently, just to have enough qualified drivers to transport students on our consolidated routes, our transportation trainers, routers, mechanics and managers are driving bus routes every day, in addition to their normal job responsibilities.

The labor market for bus drivers has become unstable, and the district has determined that there is an immediate need to change its compensation strategy for transportation employees through the 2021-22 school year.

For these reasons, the district and OSEA have tentatively agreed to provide a 25% wage differential on the regular rate of pay applicable to transportation employees. The tentative agreement also provides that these employees will have the opportunity to earn up to three \$500 bonuses. The proposed compensation changes are only for the 2021-22 school year based, and the proposed agreement would expire on June 30, 2022.

Options and Alternatives

District transportation, human resources, and financial services staff explored a number of alternative compensation models, including substantial signing bonuses, monthly bonuses, retirement compensation incentives, and permanent pay grade changes before reaching a tentative agreement with OSEA, and staff believe they have identified the most effective compensation package to address the current crises while keeping long-term goals in mind. Specifically, the department wants to attract individuals who are willing to make a long-term commitment to the organization.

The board may vote to approve or reject the proposed MOA. In the event the board votes to reject the proposed MOA, it should convene in executive session to provide guidance to the board's designated agent for labor negotiations.

Budget/Resource Implications:

Approval of this Agreement will result in the expenditure of \$1.4 million, \$.875 of which is reimbursable by the State School Fund. The anticipated net amount of \$0.525 million in one-time costs will be paid for with a combination of ESSER and district general funds.

Recommendation

The Superintendent recommends approval of the MOA with OSEA Concerning Compensation of Transportation Employees.

MEMORANDUM OF AGREEMENT
BETWEEN
OREGON SCHOOL EMPLOYEES ASSOCIATION CHAPTER 1
AND
EUGENE SCHOOL DISTRICT 4J

Recitals:

1. The 2021-22 school year has presented extraordinary challenges for the district's transportation operations due to a nationwide labor shortage of appropriately licensed drivers and the COVID-19 pandemic.
2. Transportation employees will continue to be relied upon during 2021-22 to address disruption to transportation operations and expected to work overtime.
3. The district has determined it is necessary to adjust compensation for transportation employees during the 2021-22 work year in order to address current market and operational conditions.

Therefore, the district and OSEA therefore agree to the following terms and conditions:

Agreement:

1. This Agreement applies to Transportation Department employees in the following classifications: bus drivers, bus aides, mechanics, routers, dispatch support, trainers, route planning coordinators, and van drivers (collectively referred to herein as "Transportation Employees").
2. The collective bargaining agreement between the parties establishes the regular hourly rate for all classified employees, including those in transportation. Effective October 19, 2021 through June 30, 2022, Transportation Employees will receive a differential percentage of 25% on their regular rate of pay for each hour of work. For example, an employee who normally earns an hourly rate of \$20.31 based the classified salary schedule, will earn a 25% differential of \$5.08, for a total of \$25.39 for each hour worked.
3. During 2021-22, Transportation Employees actively employed by the District shall earn bonuses as follows:
 - a. The bonus earned by such employees for the pay period of December 27 through January 2, 2022 is \$500.00 and will be paid in December 2021.
 - b. The bonus earned by such employees for the pay period of March 21 through March 27, 2022 is \$500.00 and will be paid in April 2022.
 - c. The bonus earned by such employees for the pay period of June 20 through June 27, 2022 is \$500.00 and will be paid in June 2022.



ITEM FOR INFORMATION

Date of Meeting

October 13, 2021

Title

Budget Committee Selection Process

Prepared By

Kerry Delf, Chief of Staff

Description

There are three openings on the 4J budget committee that must be filled by appointment of the school board. Two are positions with full three-year terms that run through June 30, 2024—the terms of former budget committee members Jennifer Winters and Elizabeth Price expired on June 30, 2021. One position is a one-year partial term, to fill the seat vacated when Maya Rabasa was elected to the school board.

Community members were invited to apply between September 24 and October 13. Budget committee members with expired terms were invited to apply for reappointment; both chose not to seek an additional term. Information about the budget committee openings and opportunity to apply was publicized in English and Spanish through multiple channels including via the district website, social media, local news media, and emails to 4J families and community subscribers. Board members were also asked to share this opportunity with additional community members.

The volunteer budget committee examines the annual budget proposal to ensure that the district is planning to spend money in furtherance of district goals. The committee reviews the proposed district budget, hears comments from community members, asks questions, and then approves the budget for the school board to consider for adoption.

By Oregon law, to be eligible to serve on the budget committee, applicants must not be district employees, must be registered voters, and must live within the boundaries of Eugene School District 4J. By law, committee members may not receive any compensation for their services.

Board members discussed the application review and selection process to use this year in a work session on October 6. Applicants will be invited to the board work session on October 20 to make a personal statement to the board describing their interest in serving on the budget committee.

Prior to the work session, applicants will be asked to respond to three supplemental questions in writing (typed or handwritten, up to 200 words per question), or in a video or audio recording (up to 5 minutes long).

The *proposed* supplemental questions are:

- The Eugene 4J School District values diversity. What role do you understand diversity playing on the budget committee?
- How would you solicit and share diverse community perspectives to the committee, and communicate information back about the budget back to those communities?
- How does a district's budget reflect its values and priorities?

Timeline

- October 13: Application closes at 5 p.m. Staff will communicate to the budget committee candidates to confirm receipt of their application, provide the supplemental questions, and share next steps in the process.
- October 14–20: Candidates respond to the supplemental questions by 5 p.m. on October 20.
- October 20: Candidates are invited to attend the board work session at 5:30 p.m. where they may make a personal statement to the board describing their interest in serving on the committee.
- October 20–November 3: Board members will review candidates' responses to the initial application and supplemental questions, consider their personal statements, and prepare to cast their votes for three candidates to appoint to the committee.
- November 3: Board members will ballot to select candidates for the two full three-year terms and one partial term, and take action to appoint them to the budget committee.

Proposed Selection Process

The board will ballot by either voice or paper ballot to select three candidates and take action to appoint them to the budget committee. If paper ballots are used, the ballots from each board member will be read into record. For community members attending the meeting in person, watching via zoom, or listening via radio or livestream, conducting the ballot process by voice may be considered to provide the greatest transparency, as the community would hear directly from each board member their selected candidates for budget committee.

The board chair will open the floor for selection of candidates for the budget committee. The board chair will call on each board member to name their preferred candidates for the open positions. Staff will record the votes and announce the total count for each candidate.

In the first round,

- If three or more candidates receive a majority vote, the two candidates receiving the most votes will be moved forward to the slate to be appointed to the full terms and the candidate receiving the third most votes will be moved forward to be appointed to the partial term. In the event of a tie, the board will proceed to runoff votes until the three candidates are identified.
- If one or two candidates receive a majority vote, they will be moved forward to the slate to be appointed to the full term(s) and the board will progress to a second round to select candidates for the remaining position(s).
- If no candidates receive a majority vote, the board will progress to a second round.

In the second round,

- All candidates who received one or zero votes in the first round will be removed from consideration, unless doing so would leave fewer candidates than remaining positions.
- Each board member will name their preferred candidates for the remaining positions (three if no candidate has been moved forward to the slate, two if one candidate has moved forward, one vote if two candidates have moved forward).
- If one or more candidates receive a majority vote, they will be moved forward to the slate for the remaining positions.
- If fewer than three candidates have received a majority vote in the first or second round, the board will progress to a third round to select candidates for the remaining position(s).

In the third round,

- All candidates who received zero, one or two votes in the second round will be removed from consideration, unless doing so would leave fewer candidates than remaining positions.

- Each board member will name their preferred candidates for the remaining positions.

Additional rounds of voting and elimination will be conducted as needed until three candidates have been identified with a majority vote.

If this process results in two or more candidates receiving an equal number of votes for appointment to an open full-term position and the partial-term position, the board will hold a runoff vote between the tied candidates to determine which will be moved forward for the full-term position and which for the partial term.

If this process results in two or more candidates receiving an equal number of votes for appointment to the single remaining partial-term position, the board will hold a runoff vote between the tied candidates to determine which will be moved forward to the slate for appointment.

In the final step, once three candidates have been identified, the board will take action to appoint them to the budget committee.

Budget Committee Supplemental Questions
DRAFT 10/10/21

Thank you for applying to be appointed to the Eugene 4J Budget Committee as a community member. The School Board would like to learn more about you and what you will bring to the Budget Committee. Please respond to the following three supplemental questions:

1. The Eugene School District 4J values diversity. What role do you understand diversity playing on the budget committee?
2. How would you solicit and share diverse community perspectives to the committee, and communicate information back about the budget back to those communities?
3. How does a district's budget reflect its values and priorities?

The Board will accept responses in several different ways:

- You can email your responses in a document; **or**
- You can write your responses out on paper and drop them off at the district office; **or**
- You can create a video or audio recording of your responses.

Your written responses to the questions must not exceed 200 words for each question (600 words total).

Your audio or video recording of your responses must not exceed 5 minutes total.

Responses are due no later than **October 20** by 5 pm.

We will hold interviews in person on **October 20** at 5:30 pm

Thank you for your interest. If you have any questions contact.

Lisa Fjordbeck
Executive Assistant to the Superintendent
Eugene School District 4J
200 North Monroe Street
Eugene, OR 97402
(541) 790-7706¹
(541) 790-7711 fax

¹ Created by: Judy Newman – October 10, 2021



ITEM FOR ACTION AT A FUTURE MEETING (Third Read)

Date

October 13, 2021

Title

Approve Board Working Agreements

Presenter

Judy Newman, Board Chair

Background

The board annually reviews, affirms or revises Board Working Agreements.

Working Agreements Feedback Analysis

+ Maya- Timeframe of Agreements Clarify = 1 year – we affirm or change annually in Fall Retreat

+ Gordon and Laura had some edits in introduction

Board Organization and Governance	Gordon	Laural ** 2 requests = goals	Maya
1 Board will work with the Sup in a cooperative and collaborative partnership aligned towards goals	X add “The board will <u>seek to</u> work with the superintendent....		
2 Focus on policy making, planning, eval of Sup, fiscal oversight	Delete		
3			
4			
5			
6 Individual board members share view and respect majority vote	Delete-		
7			
8 New Board members offered and expected to participate in orientation		X and add after election and before July 1st	

Meeting Agreements	Gordon	Laural	Maya
1			
2 Board meetings will begin at the designated start time and members will work to end meetings on time.		X added end time to mtg 10 pm	
3 Board members will attend all regular meetings of the board. Members will contact board leadership and the superintendent, in		X added calling in and zooming okay	

advance of the meeting if unable to attend. Calling in to meetings is an option but should be used only in rare occasions when in-person attendance is not possible.			
4 . Board members will cast a vote on all matters before the board, except when a conflict of interest is identified. Abstentions are not allowed.		X added a clarification	
5			
6			
7 Exec sessions-respect and adhere to confidentiality	X Keep and add – legal clarification Documents that are public record already are exempt	X Keep and add clarifying lang Use exec sessions judiciously	

Duties, Responsibilities , and Role of Board Leadership	Gordon	Laural	Maya
1 Board leadership is the annually elected chair and vice chair of the board. Terms for these roles begin on July 1 and end on June 30.	X Change to - vote in as soon as possible after 7/1	X Date change to August 1-July 31 term	
2 The board chair and vice chair will meet regularly with the superintendent to develop, set, and review agendas for board meetings. A single board member will attend each leadership meeting and	X Keep and add: Items that have been supported by at least three members of the Board will take precedence in setting the		

agenda review in a rotation format. The schedule of attendance at leadership will be included in the board calendar.	agenda and scheduling the use of meeting time.		
3 Board leadership, in conjunction with the superintendent, will provide a list of board meetings and topics at least once a month.	X Keep and add this list is subject to change by a majority vote of the Board.		
4			
5			
6			
7			
8. Laural added		Added – Board Leadership responsible for timely sup eval and aligned with contract	

Communication by Board Members	Gordon	Laural	Maya
1 Communication subject to Oregon Public meeting laws..	Keep and delete second sentence “a discussion of more than 3 Board members in a non public meeting by any board member is not allowed- legal clarification		
2			
3 Board member requests for information – not to exceed 15 min, or sup refers to Board leadership if aligns with priorities of board and district	X-addition - staff estimates time – okay if 3 board members vote to get it.	? 15 min?	
4. When attending meetings or talking directly to district staff, board members are expected to understand and respect their status	Keep and delete last sentence. It is important to keep communication on	Keep and delete ... and how this position will be perceived. It is important to keep communication on	

<p>as elected leaders of the school district and how this position will be perceived. It is important to keep communication on district issues focused to the superintendent.</p>	<p>district issues focused to the superintendent.</p>	<p>district issues focused to the superintendent.</p>	
<p>5 Board members will communicate concerns about the agenda to board leadership and the superintendent</p>	<p>Delete-</p>		
<p>6</p>			
<p>7 Board chair responds to all communications and on behalf of the Board and copy the board on response. Caution about public meeting laws.</p>			<p>Clarification about when other Board members can respond</p>
<p>8. In some instances, board members may have an existing professional relationship or volunteer relationship with schools, programs or Eugene 4J staff that necessitates interactions in the board member’s capacity as a private citizen or volunteer. The board member must clearly state the visit or interaction has no official board-related purpose. The board member should inform the superintendent and building administrator of this visit or interaction. When visits or interactions are as a part of a work or volunteer schedule, the board member should inform the superintendent, to</p>		<p>Keep and delete second sentence: When visits or interactions are as a part of a work or volunteer schedule, the board member should inform the superintendent, to the extent possible, of the schedule of meetings</p>	<p>Discuss practical application</p>

the extent possible, of the schedule of meetings.			
9. Board members, at times, may wish to learn more about a specific topic, issue or program within the school district. These requests should first be made to the superintendent (see #2 above). If a site or program visit is requested, this should also be made first to the superintendent who can inform the building administrator and or program staff. Further, from time to time, building administrators or program staff may proactively invite board members to a site or program visit as learning opportunities; these are encouraged. Again, board members should be in communication with the superintendent when such requests are received and should be mindful of the Oregon Public meetings Law.	Delete-		Delete or rewrite
10			
New #11 Judy and Martina * see below			

Maybe for this section we should describe process and then discuss as a whole and not item by item.?? We re-wrote this section

Agenda Planning	Gordon	Laural	Maya
1. Agenda for each regular board meeting is developed with Sup and Board leadership	X change to: ...developed by Board leadership based on items raised by Board		

based on Board calendar and goals from annual retreat	as highest priority. Board leadership will consult with Sup if she wants to add other items even if not one of the Board priorities.		
2	X	Discuss	
3 Combine 2+3+4- see below	Delete	? least 4 members ?	
4			
5			
6			
New #7 Proposed by Laural **			

Planning and Evaluation	Gordon	Laural	Maya
1			
2			Discuss how agenda items are added
3			clarify time frames
4	X		
5			

***Proposed new #11 under Communication by Board Members Section:**

If a Board member is experiencing threats, bullying or insults they should alert Board Leadership as soon as they are comfortable doing so. If the behavior is being delivered via Board email or during a Board meeting, then Board Leadership will respond on behalf of the entire Board to ensure the personal safety of Board members and that interactions with the public are respectful and constructive. Board members are encouraged to alert the Superintendent and /or Board Leadership of any threats, insults or bullying other than through Board email or meetings that affects feelings of safety

and ability to perform their duties and that may affect other Board members as well. Together we will decide on appropriate action.

If Board Leadership is involved, the Board member will alert the Superintendent as soon as they are comfortable.

****Proposed new #7 under *Agenda Planning Section*:**

Write a process for adding time-sensitive and emergency items to a Board agenda.

Combined under Agenda Planning items 2 and 3 and 4:

How do we get information on items and when and how do they get on the Board Agenda We want to maximize transparency

Maybe this needs to be an open ended discussion first

At each regular Board meeting there will be an opportunity for a board member to request an item be considered by the Board. The Board will discuss the item and vote as to whether or not we want to address it- A majority vote of 4 members will move it forward. The Board will decide how to address it- can it be addressed by receiving information in the Friday memo? If not, should it be placed as an item for information on Board agenda? After the information is heard the Board can vote to put it on as an item for future action – a majority vote of 4 is needed to move it. Board Leadership will figure out when to place it on the calendar of Board meetings and report back to the Board when it will be discussed.

Working Agreements Revision Draft

Section	Original text	Proposed revisions	Notes
Board Organization and Governance	1. The board will work with the superintendent in a cooperative and collaborative partnership aligned toward a common mission and goals.	Add: "The board will <u>seek to work</u> with the superintendent...."	
	2. The board will focus on the responsibilities of policy making, planning and evaluation of the superintendent, and fiscal oversight.		Gordon suggests that we remove this agreement. We are leaving them because these are the roles and responsibilities of the Board.
	6. Individual board members will respect decisions of the board. Each board member should express viewpoints, and then respect and abide by the vote of the majority.		Gordon suggests that we remove this agreement. Language from the 2007-2008 Board working agreements may be preferable: "Support decisions of the majority after honoring the right of individual members to express opposing viewpoints and vote their convictions."
	8. Newly elected or appointed board members will be offered and expected to participate in orientation sessions to be provided by Eugene 4J staff and supplemented by outside training as deemed appropriate.	Add: "Board leadership will work to support new Board members in their onboarding process, including helping them connect with resources."	Laural proposed additions here and in a new item regarding onboarding for new members. We propose adding this statement, which speaks to the concerns raised in those suggestions.
Meeting Agreements	1. Board members will arrive in advance of the start time of meetings and will carefully review all meeting materials in advance of the meeting.		Laural proposed additions in the "Planning and Evaluation" section regarding preparatory information, which we think are already addressed in this item.
	2. Board meetings will begin at the designated start time and members will work to end meetings on time.		Laural proposed setting an end time that requires a vote to extend. We believe that this would take additional time in already crowded agendas, and could have the unintended consequence of allowing a single Board member to essentially filibuster until the end time. For these reasons, we suggest not adding that language.
	3. Board members will attend all regular meetings of the board. Members will contact board leadership and the superintendent, in advance of the meeting if unable to attend. Calling in to meetings is an option but should be used only in rare occasions when in-person attendance is not possible.	Add: " <u>Attending meetings via phone or web conference (i.e. Zoom)</u> is an option but should be used only in rare occasions when in-person attendance is not possible.	

	<p>4. Board members will cast a vote on all matters before the board, except when a conflict of interest is identified. Abstentions are not allowed.</p>	<p>Edit: “Board members will cast a vote on all matters before the board, <u>except when a board member must recuse themselves from the vote, such as in circumstances where a conflict of interest has been identified.</u> Abstentions are not allowed.”</p>	
	<p>7. The Board may hold an executive session as defined in ORS 192.660 and ORS 332.061. Board members must respect and adhere to the confidentiality of all matters and all materials discussed within an executive session of the board. Information shall not be shared with anyone outside of an executive session.</p>		<p>There were proposals to add information to this section that further explains the parameters of Executive Sessions. However, since those parameters are laid out in the ORS, we suggest not adding additional language. Questions about legality of these additions.</p>
<p>Duties, Responsibilities, and Role of Board Leadership</p>	<p>1. Board leadership is the annually elected chair and vice chair of the board. Terms for these roles begin on July 1 and end on June 30.</p>	<p>Add: “A confirmation vote will take place in those years when incoming new Board members are unable to vote for leadership.”</p>	<p>Proposals were made to change the terms, but because the Leadership team often works during the month of July to prepare for the coming year, we propose this alteration instead.</p>
	<p>2. The board chair and vice chair will meet regularly with the superintendent to develop, set, and review agendas for board meetings. A single board member will attend each leadership meeting and agenda review in a rotation format. The schedule of attendance at leadership will be included in the board calendar.</p>	<p>Add: “Leadership will take extra care to prioritize items that have been supported by at least three members of the Board”</p>	
	<p>3. Board leadership, in conjunction with the superintendent, will provide a list of board meetings and topics at least once a month.</p>	<p>Add: “This list is subject to change by a majority vote of the Board.”</p>	
<p>Communication by Board Members</p>	<p>1. Board member communication is subject to the Oregon Public Meetings Law as defined and established in ORS 192.610–192.690. Board members should not deliberate toward any public decisions in any format except for public meetings. A discussion by more than three board members in a non-public meeting on any board matter is not allowed.</p>	<p>Edit: “A discussion by more than three board members in a non-public forum on any board matter is not allowed.”</p>	
	<p>3. Information requests which require 15 minutes or more of staff work or staff resources will be referred by the superintendent to board leadership or</p>	<p>Add: “Information requests supported by a majority of the Board will be honored as soon as is possible.”</p>	

<p>the full board to determine if the request to use resources aligns with board and district priorities.</p>		
<p>4. When attending meetings or speaking directly to district staff, board members are expected to respect and understand their status as the elected leaders of the school district and how this position will be perceived. It is important to keep communication on district issues focused to the superintendent.</p>		<p>There were some proposed revisions here. Because this item does not include a specific prohibition or direction, we suggest leaving it as is.</p>
<p>5. Board members will communicate concerns about the agenda to board leadership and the superintendent.</p>		<p>Gordon suggests that we remove this agreement.</p> <p>We are leaving it in because Board Leadership and the superintendent set the agendas and can address the concern.</p>
<p>8. In some instances, board members may have an existing professional relationship or volunteer relationship with schools, programs or Eugene 4J staff that necessitates interactions in the board member’s capacity as a private citizen or volunteer. The board member must clearly state the visit or interaction has no official board-related purpose. The board member should inform the superintendent and building administrator of this visit or interaction. When visits or interactions are as a part of a work or volunteer schedule, the board member should inform the superintendent, to the extent possible, of the schedule of meetings.</p>		<p>Laural suggests removing: “The board member should inform the superintendent and building administrator of this visit or interaction. When visits or interactions are as a part of a work or volunteer schedule, the board member should inform the superintendent, to the extent possible, of the schedule of meetings.”</p> <p>We kept this in because district employees often see Board members differently even if they had previous relationships and it is important to be aware of the perceived or real power differential and to be transparent about the role you are in at the time of your visit.</p>
<p>9. Board members, at times, may wish to learn more about a specific topic, issue or program within the school district. These requests should first be made to the superintendent (see #2 above). If a site or program visit is requested, this should also be made first to the superintendent who can inform the building administrator and or program staff. Further, from time to time, building administrators or program staff may proactively invite</p>		<p>Gordon suggests that we remove this agreement.</p> <p>We kept this in because informing the Superintendent is a courtesy and a way of respecting our different roles, The Superintendent is our only employee and she is ultimately responsible for the rest of the employees in the district including workloads and building</p>

	<p>board members to a site or program visit as learning opportunities; these are encouraged. Again, board members should be in communication with the superintendent when such requests are received and should be mindful of the Oregon Public meetings Law.</p>		<p>safety and functioning. We should not go around her and undermine her ability to support staff and her authority.</p>
		<p>Proposed new item: 11. If a Board member is experiencing threats, bullying, or insults, they should alert Board Leadership as soon as they are comfortable doing so. If the behavior is being delivered via Board email or during a Board meeting, then Board Leadership will respond on behalf of the entire Board to ensure the personal safety of Board members and that interactions with the public are respectful and constructive. If Board members are receiving threats, insults, or bullying that affect their feelings of safety and ability to perform their duties, or that may affect other Board members, they are encouraged to alert Board leadership as soon as possible. Leadership and the Board member will decide on appropriate action.</p>	

Based on discussion, here is the revised Agenda Planning section:

1. The agenda of each regular board meeting is developed in collaboration between the superintendent and board leadership and is based on an annual calendar and board goals set by the board at a summer retreat.

2. At each regular meeting of the board there will be an opportunity for any member to request an item to be considered for further information or inclusion on the agenda for an upcoming meeting. Board leadership will assess interest or agreement by other members of the board with a straw poll. In order to better plan and manage board time and staff and district resources, the request will be considered if it is supported by at least three members of the board. A request for an agenda item can also be sent to board leadership for consideration via an email message.

3. Each request will be reviewed by board leadership and will be considered for next steps, which may be information provided to the board in the superintendent's weekly memo, an

item for information or an item for future action on an upcoming board meeting agenda. Leadership will communicate the next steps decided for the proposed topic to the requesting board member.

4. Regular meeting agendas will include a short verbal report by the chair to preview upcoming meetings and the major topics to be considered. The weekly memo from the superintendent will also include the working calendar of agenda topics for upcoming meetings.

5. In general, agendas will not be changed after they are published.

- On occasion, an item may be removed, postponed or changed by board leadership with proper notice to the board and the public in advance of the meeting.
- On occasion, with a majority vote of the board during agenda review at the beginning of the meeting, an agenda may be changed to remove, postpone or change an item.
- In exceptional circumstances, with a majority vote of the board during agenda review at the beginning of the meeting, an agenda may be changed to add an item. This is discouraged, as it is not transparent to the public and does not allow for staff preparation and therefore should be done only for a time-sensitive matter under circumstances that could not have been foreseen. This will not lead to a board action in the same meeting in which it is raised, except under true emergency conditions.

DRAFT September 2021

School Board Working Agreements - 2021-2022

The Board of Directors is the educational policy making body for Eugene School District 4J.. The Board is responsible to guide practices, processes and programs with the goal of producing the highest educational achievement for all students. The board is charged with accomplishing this goal while also being responsible for prudent management of available resources. To ensure student success, members of the school board and the superintendent agree to function together with integrity and commitment as a leadership team. To help the Board function together effectively and efficiently, the Board establishes Working Agreements that provide a set of guidelines, shared agreements and expectations and hold each other accountable to follow them.

These agreements are intended to augment and detail section A and B of the Eugene School District 4J Policies. (See <http://www.4j.lane.edu/board/policies/>)

Board Organization and Governance

1. The board will seek to work with the superintendent in a cooperative and collaborative partnership aligned toward a common mission and goals.
2. The board will focus on the responsibilities of policy making, planning and evaluation of the superintendent, and fiscal oversight.
3. The board will make decisions in the best interest of students and the district as a whole.
4. The board will actively solicit input, listen to all perspectives and give careful consideration to all issues presented to the board.
5. Individual board members have no authority to take individual action regarding policy or district and school administrative matters.
6. Individual board members will respect decisions of the majority after honoring the right of the individual members to express opposing viewpoints and vote their convictions.
7. Each year the board will select a chair and vice chair, and this constitutes "Board Leadership".
8. Newly elected or appointed board members will be offered and expected to participate in orientation sessions to be provided by Eugene 4J staff and supplemented by outside training as deemed appropriate. And Board leadership will work to support new Board members in their onboarding process, including helping them connect with resources."

Meeting Agreements

1. Board members will arrive on time for meetings and will carefully review all meeting materials in advance of the meeting.
2. Board meetings will begin at the designated start time and members will work to end meetings on time.
3. Board members will attend all regular meetings of the board. Members will contact board leadership and the superintendent, in advance of the meeting if unable to attend. Attending meetings via phone or web conference (i.e. Zoom) is an option but should be used only in rare occasions when in-person attendance is not possible.
4. Board members will cast a vote on all matters before the board, except when a board member must recuse themselves from the vote, such as in circumstances of a conflict. Abstentions are not allowed.
5. Board meetings will be held only at accessible locations.
6. Board meetings will be properly noticed and adhere to Oregon Public Meeting Law requirements as per Oregon Revised Statutes 192.610–192.690.
7. The Board may hold an executive session as defined in ORS 192.660 and ORS 332.061. Board members must respect and adhere to the confidentiality of all matters and all materials discussed within an executive session of the board. Information shall not be shared with anyone outside of an executive session.

Duties, Responsibilities and Role of Board Leadership

1. Board leadership is the annually elected chair and vice chair of the board. Terms for these roles begin on July 1 and end on June 30. A confirmation vote will take place at the first Board meeting on or after July 1st in those years when incoming new Board members are unable to vote for leadership.
2. The board chair and vice chair will meet regularly with the superintendent to develop, set, and review agendas for board meetings. A single board member will attend each leadership meeting and agenda review in a rotation format. The schedule of attendance at leadership will be included in the board calendar.
3. Board leadership, in conjunction with the superintendent, will provide a list of board meetings and topics at least once a month. Leadership will take extra care to prioritize items that have been supported by at least three members of the Board. This list is subject to change by a majority vote of the Board.
4. Board leadership will informally survey each member of the board to determine preference and interest for the various board committees. The chair will present the annual board assignments during a regular meeting of the board of directors and will seek ratification of these assignments at that same meeting. When making committee assignments, the chair will consider the preferences expressed by individual board members, and will strive to rotate assignments to maximize opportunities to gain a broader understanding of the district. At the same time, the board chair will assign mentor relationships with the student board representatives. The chair retains the right to make these assignments should ratification not occur.

5. Board members who are not the official appointee to a committee may attend meetings of any committee, but the board member(s) should take caution and be aware that four members of the board constitute a quorum of the board.
6. Board leadership will be responsible for the board self-assessment.
7. Board leadership will be responsible to ensure the annual evaluation of the superintendent occurs in a timely manner and is consistent with the superintendent's contract.

Communication by Board Members

1. Board member communication is subject to the Oregon Public Meetings Law as defined and established in ORS 192.610–192.690. Board members should not deliberate toward any public decisions in any format except for public meetings. A discussion by more than three board members in a non-public forum on any board matter is not allowed.
2. Board members will communicate directly with the superintendent when relaying a concern, complaint or problem received from a community member, Eugene 4J School District staff member or another stakeholder. Any request for information, data or reports, other than a simple distribution of an existing document or report, must be made through the superintendent.
3. Information requests supported by a majority of the Board will be honored as soon as is possible.” Information requests by individual Board members which require 15 minutes or more of staff work or staff resources will be referred by the superintendent to board leadership or the full board to determine if the request to use resources aligns with board and district priorities.
4. When attending meetings or speaking directly to district staff, board members are expected to respect and understand their status as the elected leaders of the school district and how this position will be perceived. It is important to keep communication on district issues focused to the superintendent.
5. Board members will communicate questions or concerns about agenda items to the superintendent and board leadership.
6. The board chair or designee is the official spokesperson for the board. If a media request is made to another member who is not the chair, that member may speak with the media as an individual member, and, should inform the board as a whole.
7. The board chair will be responsible to answer in writing all correspondence sent to the board. All board members will be copied on responses. However, board members should be cautious to abide by the Oregon Public Meetings Law (ORS 192) with regard to serial meetings via electronic communication; avoid the use of “reply to all”. The board chair will strive for a response timely response to correspondence.
8. In some instances, board members may have an existing professional relationship or volunteer relationship with schools, programs or Eugene 4J staff that necessitates interactions in the board member's capacity as a private citizen or volunteer. The board member must clearly state the visit or interaction has no official board-related purpose. The board member should inform the

superintendent and building administrator of this visit or interaction. When visits or interactions are as a part of a work or volunteer schedule, the board member should inform the superintendent, to the extent possible, of the schedule of meetings.

9. Board members, at times, may wish to learn more about a specific topic, issue or program within the school district. These requests should first be made to the superintendent (see #2 above). If a site or program visit is requested, this should also be made first to the superintendent who can inform the building administrator and or program staff. Further, from time to time, building administrators or program staff may proactively invite board members to a site or program visit as learning opportunities; these are encouraged. Again, board members should be in communication with the superintendent when such requests are received and should be mindful of the Oregon Public meetings Law.
10. With the popularity and availability of photography for social media purposes, photos of students in which students can easily be identified should not be posted without prior and explicit consent of the parent or guardian of the student.
11. If a Board member is experiencing threats, bullying, or insults, they should alert Board Leadership as soon as they are comfortable doing so. If the behavior is being delivered via Board email or during a Board meeting, then Board Leadership will respond on behalf of the entire Board to ensure the personal safety of Board members and that interactions with the public are respectful and constructive. If Board members are receiving threats, insults, or bullying that affect their feelings of safety and ability to perform their duties, or that may affect other Board members, they are encouraged to alert Board leadership as soon as possible. Leadership and the Board member will decide on appropriate action.

Agenda Planning

1. The agenda of each regular board meeting is developed in collaboration between the superintendent and board leadership and is based on an annual calendar and board goals set by the board at a summer retreat.

2. At each regular meeting of the board there will be an opportunity for any member to request an item to be considered for further information or inclusion on the agenda for an upcoming meeting. Board leadership will assess interest or agreement by other members of the board with a straw poll. In order to better plan and manage board time and staff and district resources, the request will be considered if it is supported by at least three members of the board. A request for an agenda item can also be sent to board leadership for consideration via an email message.

3. Each request will be reviewed by board leadership and will be considered for next steps, which may be information provided to the board in the superintendent's weekly memo, an item for information or an item for future action on an upcoming board meeting agenda. Leadership will communicate the next steps decided for the proposed topic to the requesting board member.

4. Regular meeting agendas will include a short verbal report by the chair to preview upcoming meetings and the major topics to be considered. The weekly memo from the superintendent will also include the working calendar of agenda topics for upcoming meetings.

5. In general, agendas will not be changed after they are published.

- On occasion, an item may be removed, postponed or changed by board leadership with proper notice to the board and the public in advance of the meeting.
- On occasion, with a majority vote of the board during agenda review at the beginning of the meeting, an agenda may be changed to remove, postpone or change an item.
- In exceptional circumstances, with a majority vote of the board during agenda review at the beginning of the meeting, an agenda may be changed to add an item. This is discouraged, as it is not transparent to the public and does not allow for staff preparation and therefore should be done only for a time-sensitive matter under circumstances that could not have been foreseen. This will

Planning and Evaluation

1. Board members will conduct an annual self-assessment of the board's performance; the annual review ideally should be completed within the context of the board's spring retreat.
2. Board members will review the "Board of Director's Guiding Beliefs and Values" statement and "Working Agreements" at least annually.
3. Board members will participate in establishing annual expectations and goals for the superintendent.
4. Board members will objectively evaluate the superintendent's annual performance and provide appropriate feedback.
5. The board will annually set goals for itself, which will be reviewed and evaluated within the agenda of the summer board retreat.

I _____, have read and understand these working agreements. I agree to work under these agreements during my term as an elected school board member.

(Signature)

1. [Board Policy Sections A and B](#)
2. List of Board Committees

3. Role of Student Representatives ([Board Policy BCBA](#))
4. ORS 192.610-690, (Oregon Public Meetings Law)
<https://www.doj.state.or.us/oregon-department-of-justice/public-records/attorney-generals-public-records-and-meetings-manual-2014/> OSBA: Public Meetings
http://www.osba.org/Resources/Article/Board_Operations/PublicMeetings.aspx

School Board Working Agreements - 2021-2022

The Board of Directors is the educational policy making body for Eugene School District 4J. The Board is responsible to guide practices, processes and programs with the goal of producing the highest educational achievement for all students. The board is charged with accomplishing this goal while also being responsible for prudent management of available resources. To ensure student success, members of the school board and the superintendent agree to function together with integrity and commitment as a leadership team. To help the Board function together effectively and efficiently, the Board establishes Working Agreements that provide a set of guidelines, shared agreements and expectations and hold each other accountable to follow them.

~~The board's primary responsibility is to establish policies for the 4J School District to guide practices, processes and programs with the goal of producing the highest educational achievement. The board is charged with accomplishing this goal while also being responsible for prudent management of available resources. The board must fulfill these responsibilities by:~~

- ~~• Functioning primarily as a legislative body to formulate and adopt policy~~
- ~~• Hiring and managing a superintendent to implement policy and run the district~~
- ~~• Evaluating the results of the work of the district~~
- ~~• Carrying out its functions openly and seeking the involvement of students, staff and the public during its decision-making processes~~
- ~~• Honoring and respecting the trust and faith the community has placed in the board as individually elected officials by encouraging and soliciting participation and engagement of the community~~

~~To ensure student success, members of the school board and the superintendent agree to function together with integrity and commitment as a leadership team.~~

~~These working agreements do not seek or intend to restrict the rights of an individual board member, but rather to provide a set of guidelines, shared agreements and expectations among and between the individual members, the superintendent and district staff. As a board, there is accountability for these shared agreements in an effort to focus the work of the district.~~ These agreements are intended to augment and detail section A and B of the Eugene School District 4J Policies. (See <http://www.4j.lane.edu/board/policies/>)

4. Board Organization and Governance

1. The board will seek to work with the superintendent in a cooperative and collaborative partnership aligned toward a common mission and goals.
2. The board will focus on the responsibilities of policy making, planning and evaluation of the superintendent, and fiscal oversight.

3. The board will make decisions in the best interest of students and the district as a whole.
4. The board will actively solicit input, listen to all perspectives and give careful consideration to all issues presented to the board.
5. Individual board members have no authority to take individual action regarding policy or district and school administrative matters.
6. Individual board members will respect decisions of the majority after honoring the right of the individual members to express opposing viewpoints and vote their convictions.
- ~~6. Individual board members will respect decisions of the board. Each board member should express viewpoints, and then respect and abide by the vote of the majority.~~
7. Each year the board will select a chair and vice chair, and this constitutes “Board Leadership”.
8. Newly elected or appointed board members will be offered and expected to participate in orientation sessions to be provided by Eugene 4J staff and supplemented by outside training as deemed appropriate. And Board leadership will work to support new Board members in their onboarding process, including helping them connect with resources.”

Meeting Agreements

1. Board members will arrive on time for meetings in advance of the start time of meetings and will carefully review all meeting materials in advance of the meeting.
2. Board meetings will begin at the designated start time and members will work to end meetings on time.
3. Board members will attend all regular meetings of the board. Members will contact board leadership and the superintendent, in advance of the meeting if unable to attend. Attending meetings via phone or web conference (i.e. Zoom) ~~Calling in to meetings~~ is an option but should be used only in rare occasions when in-person attendance is not possible.
4. Board members will cast a vote on all matters before the board, except when a board member must recuse themselves from the vote, such as in circumstances of a conflict conflict of interest is identified. Abstentions are not allowed.
5. Board meetings will be held only at accessible locations.
6. Board meetings will be properly noticed and adhere to Oregon Public Meeting Law requirements as per Oregon Revised Statutes 192.610–192.690.
7. The Board may hold an executive session as defined in ORS 192.660 and ORS 332.061. Board members must respect and adhere to the confidentiality of all matters and all materials discussed within an executive session of the board. Information shall not be shared with anyone outside of an executive session.

Duties, Responsibilities and Role of Board Leadership

1. Board leadership is the annually elected chair and vice chair of the board. Terms for these roles begin on July 1 and end on June 30. A confirmation vote will take place at the first Board meeting on or after July 1st in those years when incoming new Board members are unable to vote for leadership.
2. The board chair and vice chair will meet regularly with the superintendent to develop, set, and review agendas for board meetings. A single board member will attend each leadership meeting and agenda review in a rotation format. The schedule of attendance at leadership will be included in the board calendar.
3. Board leadership, in conjunction with the superintendent, will provide a list of board meetings and topics at least once a month. Leadership will take extra care to prioritize items that have been supported by at least three members of the Board. This list is subject to change by a majority vote of the Board.
4. Board leadership will informally survey each member of the board to determine preference and interest for the various board committees. The chair will present the annual board assignments during a regular meeting of the board of directors and will seek ratification of these assignments at that same meeting. When making committee assignments, the chair will consider the preferences expressed by individual board members, and will strive to rotate assignments to maximize opportunities to gain a broader understanding of the district. At the same time, the board chair will assign mentor relationships with the student board representatives. The chair retains the right to make these assignments should ratification not occur.
5. Board members who are not the official appointee to a committee may attend meetings of any committee, but the board member(s) should take caution and be aware that four members of the board constitute a quorum of the board.
6. Board leadership will be responsible for the board self-assessment.
7. Board leadership will be responsible to ensure the annual evaluation of the superintendent occurs in a timely manner and is consistent with the superintendent's contract.

Communication by Board Members

1. Board member communication is subject to the Oregon Public Meetings Law as defined and established in ORS 192.610–192.690. Board members should not deliberate toward any public decisions in any format except for public meetings. A discussion by more than three board members in a non-public forum meeting on any board matter is not allowed.
2. Board members will communicate directly with the superintendent when relaying a concern, complaint or problem received from a community member, Eugene 4J School District staff member or another stakeholder. Any request for information, data or reports, other than a simple distribution of an existing document or report, must be made through the superintendent.
3. Information requests supported by a majority of the Board will be honored as soon as is possible. Information requests by individual Board members which require 15 minutes or more of staff work or staff resources will be referred by the

superintendent to board leadership or the full board to determine if the request to use resources aligns with board and district priorities.

4. When attending meetings or speaking directly to district staff, board members are expected to respect and understand their status as the elected leaders of the school district and how this position will be perceived. It is important to keep communication on district issues focused to the superintendent.
5. Board members will communicate questions or concerns about agenda items to the superintendent and board leadership.
6. The board chair or designee is the official spokesperson for the board. If a media request is made to another member who is not the chair, that member may speak with the media as an individual member, and, should inform the board as a whole.
7. The board chair will be responsible to answer in writing all correspondence sent to the board. All board members will be copied on responses. However, board members should be cautious to abide by the Oregon Public Meetings Law (ORS 192) with regard to serial meetings via electronic communication; avoid the use of "reply to all". The board chair will strive for a response timely response to correspondence.
8. In some instances, board members may have an existing professional relationship or volunteer relationship with schools, programs or Eugene 4J staff that necessitates interactions in the board member's capacity as a private citizen or volunteer. The board member must clearly state the visit or interaction has no official board-related purpose. The board member should inform the superintendent and building administrator of this visit or interaction. When visits or interactions are as a part of a work or volunteer schedule, the board member should inform the superintendent, to the extent possible, of the schedule of meetings.
- ~~9.~~ Board members, at times, may wish to learn more about a specific topic, issue or program within the school district. These requests should first be made to the superintendent (see #2 above). If a site or program visit is requested, this should also be made first to the superintendent who can inform the building administrator and or program staff. Further, from time to time, building administrators or program staff may proactively invite board members to a site or program visit as learning opportunities; these are encouraged. Again, board members should be in communication with the superintendent when such requests are received and should be mindful of the Oregon Public meetings Law.
- ~~10.~~ ~~10.~~ With the popularity and availability of photography for social media purposes, photos of students in which students can easily be identified should not be posted without prior and explicit consent of the parent or guardian of the student.
11. If a Board member is experiencing threats, bullying, or insults, they should alert Board Leadership as soon as they are comfortable doing so. If the behavior is being delivered via Board email or during a Board meeting, then Board Leadership will respond on behalf of the entire Board to ensure the personal safety of Board members and that interactions with the public are respectful and constructive. If Board members are receiving threats, insults, or bullying that

affect their feelings of safety and ability to perform their duties, or that may affect other Board members, they are encouraged to alert Board leadership as soon as possible. Leadership and the Board member will decide on appropriate action.

Agenda Planning

1. The agenda of each regular board meeting is developed in collaboration between the superintendent and board leadership and is based on an annual calendar and board goals set by the board at a summer retreat.

2. At each regular meeting of the board there will be an opportunity for any member to request an item to be considered for further information or inclusion on the agenda for an upcoming meeting. Board leadership will assess interest or agreement by other members of the board with a straw poll. In order to better plan and manage board time and staff and district resources, the request will be considered if it is supported by at least three members of the board. A request for an agenda item can also be sent to board leadership for consideration via an email message.

3. Each request will be reviewed by board leadership and will be considered for next steps, which may be information provided to the board in the superintendent's weekly memo, an item for information or an item for future action on an upcoming board meeting agenda. Leadership will communicate the next steps decided for the proposed topic to the requesting board member.

4. Regular meeting agendas will include a short verbal report by the chair to preview upcoming meetings and the major topics to be considered. The weekly memo from the superintendent will also include the working calendar of agenda topics for upcoming meetings.

5. In general, agendas will not be changed after they are published.

- On occasion, an item may be removed, postponed or changed by board leadership with proper notice to the board and the public in advance of the meeting.
- On occasion, with a majority vote of the board during agenda review at the beginning of the meeting, an agenda may be changed to remove, postpone or change an item.
- In exceptional circumstances, with a majority vote of the board during agenda review at the beginning of the meeting, an agenda may be changed to add an item. This is discouraged, as it is not transparent to the public and does not allow for staff preparation and therefore should be done only for a time-sensitive matter under circumstances that could not have been foreseen. This will

~~The agenda of each regular board meeting is developed in collaboration between the superintendent and board leadership and is based on an annual calendar and board goals set by the board at the summer board retreat.~~

- ~~1. At each regular meeting of the board there will be an opportunity for members to request an item to be considered by the board. In order to better plan and manage staff and district resources, the request must be supported by at least three members of the board. There will be a verbal vote on such requests to ascertain if there are three members in support of the request. The first step for staff response will be information included in the superintendent's weekly memo. If, at this point, a member would like to ask for a work session or "item for information" at a regular meeting of the board, support of at least three members will be needed to place it on the agenda at a future meeting. When the intent is to eventually create or amend board policy, the item will be researched and vetted by staff, and presented at the next reasonably available meeting as an "item for information". The proposed policy or proposed amendment will then be placed as an "item for future action" so as to ensure sufficient time to inform and receive comments from community members. The next step, if the item is to be moved forward, will be the consideration of the matter as an "item for action."~~
- ~~2. When a work session, new policy or policy amendment request has been supported by at least four board members, the request will be reviewed by board leadership and will be placed on a future meeting agenda.~~
- ~~3. The board chair will report to the body the status of agenda requests at the next regularly scheduled meeting, provided that there has been sufficient time to review the request with the superintendent and staff. In addition, the weekly memo from the superintendent will also include the "Working Calendar and Draft Agenda".~~
- ~~4. At the end of regular meetings at which there have been requests for more information or a work session on a topic, the chair will offer a summary of items which have been moved forward.~~
- ~~5. Regular meeting agendas will include a short verbal report by the chair to preview upcoming meetings and the major topics to be considered.~~

Planning and Evaluation

1. Board members will conduct an annual self-assessment of the board's performance; the annual review ideally should be completed within the context of the board's spring retreat.
2. Board members will review the "Board of Director's Guiding Beliefs and Values" statement and "Working Agreements" at least annually.
3. Board members will participate in establishing annual expectations and goals for the superintendent.
4. Board members will objectively evaluate the superintendent's annual performance and provide appropriate feedback.
5. The board will annually set goals for itself, which will be reviewed and evaluated within the agenda of the summer board retreat.

I _____, have read and understand these working agreements. I agree to work under these agreements during my term as an elected school board member.

(Signature)

1. Board Policy Sections A and B
2. List of Board Committees
3. Role of Student Representatives (Board Policy BCBA)
4. ORS 192.610-690, (Oregon Public Meetings Law)

<https://www.doj.state.or.us/oregon-department-of-justice/public-records/attorney-generals-public-records-and-meetings-manual-2014/> OSBA: Public Meetings
http://www.osba.org/Resources/Article/Board_Operations/PublicMeetings.aspx

5. _____

~~have read and understand these working agreements. I agree to work under~~

- ~~1. Board Policy Sections A and B~~
- ~~2. List of Board Committees~~
- ~~3. Role of Student Representatives (Board Policy BCBA)~~
- ~~4. ORS 192.610-690, (Oregon Public Meetings Law)~~

~~[https://www.doj.state.or.us/oregon-department-of-](https://www.doj.state.or.us/oregon-department-of-justice/public-records/attorney-generals-public-records-and-meetings-manual-2014/)~~

~~[justice/public-records/attorney-generals-public-records-and-meetings-manual-2014/](https://www.doj.state.or.us/oregon-department-of-justice/public-records/attorney-generals-public-records-and-meetings-manual-2014/)~~ OSBA: Public Meetings

~~http://www.osba.org/Resources/Article/Board_Operations/PublicMeetings.aspx~~