

Board of Directors Meeting
School District 4J, Lane County
4J Education Center / Hybrid
(in-person or via Zoom)
200 North Monroe Street
Eugene, Oregon 97402
Monday, June 22, 2026

NOTICE: The Special Board Meeting will be open to the public to attend in person, via live broadcast on KRVM 1280-AM and 98.7 FM, on the internet at <https://icecast.4j.lane.edu/board> and via Zoom Webinar at: <https://4j-lane-edu.zoom.us/j/96516386055?pwd=wjpcvmmABm8P5kFspA1Eg9RslX0dRb.1>, Webinar ID 965 1638 6055

The board will not hear public testimony during the special board meeting.

**9:00 AM
Special Board Meeting**

- I. Call Board Work Session Planning Meeting to Order and Roll Call
- II. Board Chair Welcome
- III. Agenda Approval
- IV. **Items for Action**
 - 1. Board Meetings:
Presenter: Tom Di Liberto
 - Board Meetings are usually scheduled for the first and third Wednesday of the Month.
 - Board Meetings are typically held at 6:00 p.m.
 - Monthly Board Meetings include one Regular Meeting and one Work Session.
 - Meeting Logistics and Format have had Board Members seated on the Dais for Regular Board Meetings and for Work Sessions, the Board is seated at conference tables set up on the main floor.
 - Meeting Accessibility includes in-person, via Zoom Webinar, Radio Broadcast, Live Stream.
 - 2. Board Meetings Schedule: 3
 - Approve the Revised Board Meeting Calendar for the 2026-27 School Year
 - Approve the date of the Board Summer Planning Meeting in AugustPresenter: Miriam Mickelson, Superintendent
 - 3. Board Chair Remarks vs Individual Board Member Comments and Placement/Location on Meeting Agenda:
Presenter: Tom Di Liberto, Board Chair
 - 4. Public Comment at Meetings:
Presenter: Tom Di Liberto, Board Chair
 - Currently, there are 10 spots for Regular Board Meetings and 5 spots for Work Sessions.
 - 5. Board Leadership: 8
Presenter: Tom Di Liberto, Board Chair
 - Attend Board Leadership Meetings
 - Per policy, the Board Chair Sets Agenda Topics and Finalizes Meeting Agendas

- Board Chair Responds to Communications from the Community (e.g., emails)
- Board Chair Encourages School Visit Invitations
- Vice Chair fills in when the Board Chair is unavailable

6. Board Meeting Agenda Setting:
Presenter: Tom Di Liberto, Board Chair
 - Follow Up on Agenda Topic Requests
 - Board Member Attendance
7. Employee Group Engagement
Presenter: Tom Di Liberto

V. **Placeholder:**

1. Executive Session
 - a. The Board reserves the right to convene in executive session to "to consider records or information that are exempt by law from public inspection" pursuant to ORS 192.660 (2)(f).

Executive Sessions involving deliberations with persons designated to carry on labor negotiations, or to consider the expulsion of a student or matters pertaining to a student's confidential medical records, are not open to the public or to the news media.

Executive Sessions are not open 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.

VI. Adjourn Special Board Meeting

INFORMATION FOR THE DEAF AND HARD OF HEARING:

Closed Captioning is available during Board meetings through a zoom live feed which is also displayed at in-person meetings.

2026-27 Calendar

Scheduled Regular Board Meetings and Board Work Sessions

Eugene School District 4J Board of Directors July 1, 2026 - June 30, 2027

Eugene School District 4J, 200 North Monroe St., Eugene, OR 97402 • www.4j.lane.edu • 541-790-7700

<u>Meeting Date</u>	<u>Meeting Type</u>	<u>Materials Delivered to Board</u>
Wed., Aug. 05 <i>** Mon., Aug 10</i>	Regular Board Meeting <i>8:00a.m.-4:00 p.m. Board Summer Planning Meeting</i>	Fri., Jul. 31
Wed., Aug. 19	Board Work Session	Fri., Aug. 14
Wed., Sep. 02	Regular Board Meeting	Fri., Aug. 28
Wed., Sep. 16	Board Work Session	Fri., Sep. 11
Wed., Oct. 07	Board Meeting	Fri., Oct. 02
Wed., Oct. 21	Board Work Session	Fri., Oct. 16
Wed., Nov. 04	Regular Board Meeting	Fri., Oct. 30
Wed., Nov. 18	Board Work Session	Fri., Nov. 13
Wed., Dec. 02	Regular Board Meeting	Wed., Nov. 25
Wed., Dec. 16	Board Work Session	Fri., Dec. 11
Wed., Jan. 20, 2027	Regular Board Meeting	Fri., Jan. 15, 2027
Wed., Feb. 03	Regular Board Meeting	Fri., Jan. 29
Wed., Feb. 17	Board Work Session	Fri., Feb. 12
Wed., Mar. 03	Regular Board Meeting	Fri., Feb. 26
Wed., Mar. 17	Board Work Session	Fri., Mar. 12
Wed., Apr. 7	Regular Board Meeting	Fri., Apr. 02
—Wed., Apr. 14	<i>** Budget Committee Meeting</i>	<i>** Fri., Apr. 9</i>
—Wed., Apr. 28	<i>** Budget Committee Meeting</i>	<i>** Fri., Apr. 24</i>
Wed., May 05	Regular Board Meeting	Fri., April 8
—Wed., May 12	<i>** Budget Committee Meeting</i>	<i>** Fri., May 8</i>
Wed., May 19 (public hearing)	Work Session	Fri., May 14
Wed., Jun. 02 (adopt the budget)	Regular Board Meeting	Fri., May 28
Wed., June 16	Board Work Session	Fri., Jun. 12
Wed., July 14	Board Meeting (swearing in)	Fri., July 9

- Board meetings are typically held at 6 p.m. at the Eugene School District Education Center
- Additional meetings may be scheduled and meetings on this list may be rescheduled.
- Board members are asked to hold all Wednesdays in case an additional meeting is scheduled.

Eugene School District 4J

Code: BD/BDA
Adopted: 6/16/75; 1980
Revised/Readopted: 9/17/97; 12/11/02; 8/02/17;
7/03/24
Orig. Code: BD; 1720.4; 1860; 1720.1;
1720.2; 1720.3; 1720.5

Board Meetings

The Board has the authority to act only when a quorum is present at a duly called regular, special or emergency meeting. “Meeting” means the convening¹ of a quorum of the Board as the district’s governing body to make a decision² or to deliberate³ toward a decision on any matter. This includes meeting for the purpose of gathering information to serve as the basis for a subsequent decision or recommendation by the Board, i.e. a work session. “Meeting” does not include any on-site inspection of any project or program the attendance of members of the Board at any national, regional or state association to which the Board or its members belong.

The affirmative vote of the majority of members of the Board is required to transact any business.

All regular, special and emergency meetings of the Board will be open to the public except as provided by law. Access to and the ability to attend all meetings (excluding executive sessions) by telephone, video or other electronic or virtual means will be made available when reasonably possible. All meetings will be conducted in compliance with state and federal statutes. For information how to give or submit public comment, it is outlined in Board policy BDDH - Public Comment at Board Meetings⁴ and posted on the district’s website.

¹ “Convening” means: (a) Gathering in a physical location; (b) Using electronic, video or telephonic technology to be able to communicate contemporaneously among participants; (c) Using serial electronic written communications among participants; or (d) Using an intermediary to communicate among participants.

² “Decision” means any determination, action, vote or final disposition upon a motion, proposal, resolution, order, ordinance or measure on which a vote of a governing body is required, at any meeting at which a quorum is present.

³ “Deliberation” means discussion or communication that is part of a decision-making process.

⁴ When telephone or other electronic means of communication is used during a meeting open to the public, the Board shall make at least one place available to the public where, or at least one electronic means by which, the public can listen during the meeting. At all meetings of the Board open to the public, the public will be provided an opportunity, to the extent reasonably possible, to access and attend the meeting by telephone, video or other electronic or virtual means. If in-person oral testimony (or public comment) is allowed, the public will be provided, to the extent reasonably possible, an opportunity to submit oral testimony during the meeting, at the designated portion of the agenda, by telephone, video or other electronic or other means. If in-person written testimony is allowed, the public will be provided, to the extent reasonably possible, an opportunity to submit written testimony including by email or other electronic means, so that the Board is able to consider the submitted testimony in a timely manner.

All Board meetings, including Board retreats and work sessions, will be held within district boundaries, except as allowed by law⁵. The Board may attend training sessions outside the district boundaries but cannot deliberate or discuss district business. No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, age or national origin is practiced.

The Board will give public notice reasonably calculated to give actual notice to interested persons, including the news media which have requested notice, of the time and place for all Board meetings and of the principal subjects to be considered. The Board may consider additional subjects at a meeting, even if they are not included in the notice.

If requested to do so at least 48 hours before a meeting held in public, the Board shall make a good faith effort to provide an interpreter for hearing-impaired persons. If the meeting is being held upon less than 48 hours' notice and a request for an interpreter is made, the Board shall make a reasonable effort to have an interpreter present. Other appropriate auxiliary aids and services will be provided upon request and appropriate advance notice.

All meetings held in public shall comply with the Oregon Indoor Clean Air Act.

The possession of dangerous or deadly weapons and firearms, as defined in law and Board policy, is prohibited on district property.

1. Regular, Special and Emergency Meetings

No later than the next regular meeting following July 1, the Board will hold the annual organizational meeting to elect Board officers for the coming year and to establish the year's schedule of Board meetings. In Board election years (odd numbered years), the first meeting will be held no earlier than July 1 and no later than July 31.

Generally, a regular meeting will be held each month. The regular meeting schedule will be established at the annual organizational meeting and may be changed by the Board with proper notice. The purpose of each regular monthly meeting will be to conduct the regular Board business.

Special meetings can be convened by the Board chair, upon request of three Board members, or by common consent of the Board at any time to discuss any topic. A special meeting may be scheduled if less than a quorum is present at a meeting, additional business still needs to be conducted at the ending time of a meeting, conducting business prior to the next regular meeting would be advantageous to the district or other reasons. At least 24 hours' notice must be provided to all Board members, the news media which have requested notice, and the general public for any special meeting.

Emergency meetings can be called by the Board in the case of an actual emergency upon appropriate notice under the circumstances. The minutes of the emergency meeting must describe the

⁵ ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction if no deliberations toward a decision are involved.

emergency. Only topics necessitated by the emergency may be discussed or acted upon at the emergency meeting.

2. Communications Outside of Board Meetings

Communications, to, by and among a quorum of Board members outside of a legally called Board meeting, in their capacity as Board members, shall not be used for the purpose of discussing district business. This includes electronic, video or telephonic communications, serial electronic communications among participants and using an intermediary to communicate among participants. Such communications among Board members shall be limited to messages not involving deliberation, debate, decision-making or gathering of information on which to deliberate.

Communications outside of a Board meeting may contain:

- a. Communications to, between or among members of a governing body that are:
 - (1) Purely factual or educational in nature and that convey no deliberation or decision on any matter that might reasonably come before the Board (including agendas and information concerning agenda items);
 - (2) Not related to any matter that, at any time, could reasonably be foreseen to come before the Board for deliberation and decision; or
 - (3) Nonsubstantive in nature, such as communication relating to scheduling, leaves of absence and other similar matters; or
- b. Individual responses to questions posed by community members, subject to other limitations in Board policy.

E-mails sent to other Board members will have the following notice:

Important: Please do not reply or forward this communication if this communication constitutes a decision or deliberation toward a decision between and among a quorum of a governing body which could be considered a public meeting. Electronic communications on district business are governed by public meetings law.

3. Private or Social Meetings

Private or social meetings of a quorum of the Board for the purpose of making a decision or to deliberate toward a decision on any matter are prohibited by public meetings law.

4. Work Sessions

The Board may use regular or special meetings for the purpose of conducting work sessions to provide its members with increased opportunities for planning and thoughtful discussion. Ordinarily work sessions are not designed to receive public input, but the Board may choose to place it on the agenda. No action will be taken at a work session. Work sessions will be conducted in accordance with state law on public meetings, including notice and minutes.

5. Executive Sessions

Executive sessions may be held as an agenda item during regular, special or emergency meetings for a reason permitted by law (see Board policy BDC - Executive Sessions).

Complaints regarding public meetings laws can be filed with the Board in accordance with Board Policy KL – Public Complaints. The Board will respond and provide a copy of the complaint and response to the Oregon Government Ethics Commission within 21 days in accordance with state law.⁶

Mandatory Training

Every member of the Board shall attend or view a training on public meetings law prepared or approved by the Oregon Government Ethics Commission (OGEC) at least once during the Board member’s term of office and shall verify attendance in accordance with OGEC procedures.

END OF POLICY

Legal Reference(s):

[ORS Chapter 192](#)

[ORS 255.335](#)

[ORS 433.835 - 433.875](#)

[ORS 332.040 - 332.061](#)

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).

OR. ATTY. GEN. Public Records and Meetings Manual.

Cross Reference(s):

ACA - Americans with Disabilities Act

BDC - Executive Sessions

⁶ See House Bill 2805 (2023) Section 5(2) for requirements of the response.

Eugene School District 4J

Code: BDDC
Adopted: 7/02/73
Revised/Readopted: 3/19/86; 9/17/97; 9/09/15;
8/02/17
Orig. Code: BDDDB; 1850

Board Meeting Agenda

The Board chair and superintendent will prepare an agenda for all regular meetings of the Board.

A consent agenda may be used by the Board for noncontroversial business. The consent agenda will consist of routine business that requires action but not necessarily discussion. These items may all be approved at the same time. A Board member may ask that any item be removed from the consent agenda. The removed item will then be placed on the regular agenda.

The Board will follow the order of business as listed in the agenda unless the order is altered by a majority vote of the board. Items of business not on the agenda may be discussed and acted upon if the majority of the Board agrees to consider them. Opportunities for the audience to be heard may be included.

The agenda, together with supporting materials, will be distributed by the district office or superintendent to Board members at least four days prior to the meeting. The agenda will be available to the press and to interested patrons on the district website at the same time it is available to the Board. Copies of the agenda for the press and public will not contain any confidential information included in the Board members' packets.

Members of the public may request a copy of the agenda through the superintendent's office.

The district will ensure equally effective communications are provided to qualified persons with disabilities upon request as required by the Americans with Disabilities Act.

Appropriate auxiliary aids and services may include, but are not limited to, qualified interpreters, assistive listening systems, note takers, large print, Braille materials, audio recordings and readers. Primary consideration will be given to the requests of the person with a disability on the selection of the appropriate auxiliary aid and service. Should the Board demonstrate such a request would result in a fundamental alteration in the service, program, or activity or in undue financial and administrative burden, an alternate, equally effective communication will be used.

END OF POLICY

Legal Reference(s):

[ORS 192.630](#)

[ORS 192.640](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2012); 29 C.F.R. Part 1630 (2015); 28 C.F.R. Part 35 (2015).

Americans with Disabilities Act Amendments Act of 2008.

Cross Reference(s):

BDDG - Americans with Disabilities Act Amendments Act of 2008.Minutes of Board Meetings

BDDH - Public Comment at Board Meetings

Eugene School District 4J

Code: BCB
Adopted: 7/02/73
Revised/Readopted: 9/17/97; 11/02/83; 12/11/02;
8/02/17
Orig. Code: BCB; 1400; 1410; 1420

Officers of the Board

Election, Term and Duties

As provided in ORS 332.040, no later than the next regular meeting following July 1, the Board shall meet and organize by electing a chair and vice chair from its members.

Duties of the Chair

He or she shall work with the superintendent to establish the agenda for regular Board meetings, preside at meetings, represent the Board and the district at official functions, and shall appoint all committees, unless otherwise ordered by the Board.

The chair (and the clerk) shall execute in the name of the Board and on its behalf all legal documents authorized by the Board including, but not limited to, signing the minutes, conveyances, releases, reports, contracts and statements, except as provided by the Board or by law.

The chair has the same responsibility to participate in discussing issues and voting on motions as other members of the Board. If the chair desires to make a motion, the vice-chair will assume the chair while the motion is made and during the subsequent discussion and the vote on the motion. If the vice-chair is absent, the chair may make a pro tem appointment of a Board member to serve as acting chair for this purpose.

No member shall serve as chair for more than four years in succession. If a Board member is unable to continue to serve as an officer, a replacement will be elected immediately. The replacement officer will serve the remainder of the officer's term until the following July.

Duties of the Vice Chair

The vice chair shall perform the duties of the chair whenever the chair is absent or unable to perform the duties of his or her office.

The vice chair shall perform other functions as designated by the Board or the chair.

The superintendent will designate a staff member to serve as Board secretary and will directly supervise and evaluate the secretary. The secretary to the Board will take notes at Board meetings, compile minutes and perform related work as assigned by the superintendent or requested by the Board chair. These duties will include, but not be limited to, the following:

1. Record the disposition of all matters on which the Board considered action;
2. Prepare and distribute minutes in advance for approval at the next Board meeting;
3. Maintain properly authenticated official copies of the minutes;
4. Maintain the official record of Board policies;

5. Properly post all Board meetings.

Board or District Spokesperson

The Board may appoint one of its members, usually the chair, or another person to make authorized statements to the public or the media when the Board deems that, under the circumstances, the district's position should be articulated by a single voice. The spokesperson serves at the Board's direction and may be removed or replaced at any time by action of a majority of the Board.

END OF POLICY

Legal Reference(s):

[ORS 255.335](#)

[ORS 332.040](#)

[ORS 332.045](#)

[ORS 332.057](#)

[OAR 166-400-0010\(9\)](#)