

**March 11, 2024**  
**6:30 P.M.**

- 1.0 ROLL CALL Dena Crowell  
Zone 1, Carie Simon; Zone 2, Tony Isom; Zone 3, Parker Leigh; Zone 4, Suzanne Parker;  
Zone 5, Jason Curtis; Zone 6, Kirt Glenn; Zone 7, David Karo
- 2.0 AGENDA David Karo  
2.1 Agenda Adjustment David Karo  
2.2 Adopt Board Agenda David Karo
- 3.0 GOOD OF THE ORDER / COMMUNICATIONS David Karo  
3.1 Agenda Adjustments David Karo  
3.2 Community Partnerships Michelle Isom  
3.3 ASB Report ASB Representative  
3.4 Instructional Time Committee Briefing Emmie Helget/Maddy and Lulu Howard  
3.5 Facilities Assessment Presentation Cassie Hibbert/Patrick Lindhart  
3.6 Elementary Building Report Joel Sauter
- 4.0 ACTION / BUSINESS  
4.1 Approve Minutes of the February Regular Board Meeting David Karo  
4.2 Staff Acknowledgements Candace Pelt  
4.3 Approve Rescheduling April Meetings Candace Pelt  
4.4 Determine District Transfers Candace Pelt  
4.5 Approve Non-Renewal of Licensed Staff Candace Pelt  
4.6 Approve Licensed Staff for 2024-2025 School Year Candace Pelt  
4.7 Approve Hire of Licensed Staff Candace Pelt  
4.8 Approve Instructional Time Committee Recommendation Candace Pelt  
4.9 Adopt OSEA MOUs Candace Pelt  
4.10 Adopt LBL Local Service Plan Candace Pelt  
4.11 Adopt Board Policies: BD/BDA, Board Meetings and  
BDC, Executive Sessions Candace Pelt
- 5.0 REPORTS David Karo  
5.1 Financial Report Celeste Van Cleave  
5.2 Superintendent Candace Pelt
- 6.0 AUDIENCE COMMENTS David Karo  
The Board is interested in hearing from our community. Public comments are welcome at the specified place on the agenda. Comments need to be about district operations and programs. The Board is unable to hear in open session any matters related to personnel or students. If you have personnel concerns, please share those directly with the superintendent. If you have a complaint, you wish the district to address, please follow our policy KL (public) or GBM (staff).
- 6.1 Board Chair Responses David Karo

## 7.0 ADJOURN

David Karo

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 72 hours before the meeting to Dena Crowell, Executive Assistant, 32433 Hwy 228, Halsey Oregon, 97348, 541-657-8192. If needed, you may contact the Oregon Telecommunications Relay Service at 1-800-735-9200 for assistance in contacting the District. Central Linn is an equal opportunity educator and employer

**AGENDA EXPLANATIONS**

4.2 Staff Acknowledgements: Acknowledge the hire of Lily Moffitt, Assistant Varsity Softball Coaches and the resignations of Kevin Wise, Jr/Sr High Vice Principal/AD; Glenda Davis, Facilities Technician; Dusty Burchfield, Head Wrestling Coach; and acknowledge the retirement of Tim Walter, CLES Music Teacher.

4.3 Approve Rescheduling the April Meetings: Board action is required to move the Regular Board Meeting to April 15th. In addition, moving the Budget Committee Work Session to April 16th at 6:30 p.m. Original dates for the April Board Meeting was April 8th and Budget Committee Work Session was April 22nd.

4.4 Determine District Transfer: Central Linn is open to receive Kindergarten through twelfth grade transfers for the 2024-2025 school year. Inter-District Transfers will be considered on an individual basis after the close of building registration.

4.5 Non-Renewal of Licensed Staff: The Board should take action to non-renew the following teaching staff: Mary Arnold, Zachary Smith, Sarah Damon, and Nanette Holmes. These employees have been personally contracted and know that if these positions are posted for next year they may reapply. This is the practice of the district and bears no reflection on the employee’s performance.

4.6 Approve Licensed Staff for 2024-2025: Superintendent Pelt is recommending the Board take action on the following motions:

- Move to approve second year probationary contracts for Joseph Demianew, Juliene Cornman and Joyce Garland.
- Move to approve third year probationary contract for Rodney Baney, Wendi Farris, Larysa Rank, Sarah Curtis and Kelly Cleveland.
- Move to approve rolling two-year contracts for teaching staff as submitted in the Board Packet.

4.7 Approve Hire of Licensed Staff: Superintendent Pelt recommends to the Board the hire of Nolan Hildebrand, AG Teacher and FFA Advisor, on a Temporary Teaching contract; Wendi Farris, Interim CL Jr/Sr High Vice Principal and Athletic Director; and Denise Johnson, Health/PE and Culinary Teacher on a Temporary Contract.

4.9 Adopt OSEA MOUs: OSEA MOUs are enclosed.

4.10 Adopt LBL Local Service Plan: LBL Local Service Plan was emailed and enclosed is the Resolution which adopts the Local Service Plan.

4.11 Adopt Board Policies -  
Please refer to Policy Cover Pages for policy update information.

BD/BDA, Board Meetings	Optional Updates
BDC, Executive Sessions	Optional Updates

## **UPCOMING EVENTS**

Next Board Meeting (Proposed) - April 15, 2024 @ 6:30 p.m. @ CLES Conference Rm/Zoom

Budget Committee Work Session Meeting (Proposed) - April 16, 2024 @6:30 p.m. CLES Conference Rm/Zoom

First Budget Committee Meeting - May 6, 2024, 6:30 p.m. @ CLES Conference Rm/Zoom

Summer Board Retreat - August 16 & 17, 2024. Location and time to be determined.

# **Central Linn Elementary Building Report**

March 2024

1. Spirit Week
2. Lit Night
3. Outdoor School for 6th Grade
4. NAEP Testing for 4th Grade
5. Update on 1st 100% Meeting

**1.0 FLAG SALUTE/ROLL CALL**

On February 19, 2024 Vice Chair Isom called the meeting to order at approximately 6:31 p.m. in the Central Linn Elementary Conference Room and via Zoom.

**Members Present:** Tony Isom, Suzy Parker, Jason Curtis, Parker Leigh, Kirt Glenn

**Members Absent:** David Karo, Carie Simon

**Others Present:** Candace Pelt, Dena Crowell, Celeste Van Cleave, Dean Rech, Joel Sauter, Rachel Hampton, Joni Wixom, James Shannon, Tia Parrish, Conor Delaney, Brooke Glaser, Kendra Glaser, Brooklyn Wunningham, Isabelle Curtis, Carmen Ware, Jamie Derrickson

**2.0 AGENDA**

**2.1 Agenda Adjustments:** 3.1 Community Partnership Removed, Add 3.1 ASB Report, 4.9; Approve Preliminary Security fencing: 4.10, Approve Early Literacy Grant

**2.2 Adopt Board Agenda:** Director Curtis made a motion to adopt the February Board Agenda, as amended. Director Parker second the motion. Motion passed 5-0. Zone 1 and Zone 7 absent for vote.

**3.0 GOOD OF THE ORDER/COMMUNICATIONS**

**3.1 ASB Report:** Brooke Glaser, ASB Representative, provided an ASB update.

**3.2 FFA Nationals Report:** FFA National Convention attendees provided a slideshow presentation on their FFA Nationals Trip.

**3.3 2022-2023 Audit Report:** Conor Delaney, Pauly Rogers and Co., reported a clean financial audit for 2022-2023.

**3.4 Strategic Plan Pillar Presentation:**

**3.4.1** Joel Sauter presented on Pillar 1, Engaged Learning

**3.4.2** Dean Rech presented on Pillar 2, Enrichment

**3.4.3** Rachel Hampton and James Shannon presented on Pillar 3, Culture for Learning

**3.4.4** Dena Crowell presented on Pillar 4, Family and Community Connection

**3.4.5** Joni Wixom and Celeste Van Cleave presented on Pillar 5, Extraordinary Staff

**4.0 ACTION/BUSINESS**

**4.1 Approve Minutes of the January Regular Board Meeting:** Director Parker made a motion to approve the January Regular Board Meeting. Vice Chair Isom second the motion. Motion passed 4-0. Zone 1 and Zone 7 absent for vote. Zone 6 abstained from vote (Due to not being present for January meeting).

**4.2 Approve February Work Session Minutes:** Director Parker made a motion to approve the February Work Session Minutes. Director Glenn second the motion. Motion passed 5-0. Zone 1 and Zone 7 absent for vote.

**4.3 Staff Acknowledgements:** The Board acknowledged the hire of Sara Banuelos, Part Time Department Secretary, and Bronson Putney, Facilities Technician and acknowledged the resignation of Tiffani Day, Assistant Softball Coach, and Kathy Smith, AG Teacher and FFA Advisor.

**4.4 Approve 2022-2023 Audit:** Celeste Van Cleave, Business Manager, informed the Board that approval of the audit report by the governing body is a required component of the Student Investment Account. Director Leigh made a motion to approve the 2021-2022 Audit. Director Parker second the motion. Motion passed 5-0. Zone 1 and Zone 7 absent for vote.

**4.5 Adopt 2023-2024 Budget Calendar:** Director Leigh made a motion to adopt the 2023-2024 Budget Calendar. Director Glenn second the motion. Motion passed 5-0. Zone 1 and Zone 7 absent for vote.

**4.6 Approve Board Communications Plan:** Includes a quarterly newsletter from the board. The board needs to approve the plan out to the community. Jason stated, it is a loose plan currently with the final layout TBD by the board. The idea is to create a “from the board” communications plan. This work falls on the board. Director Glenn made a motion to approve the board communication plan. Director Parker second the motion. Motion passed 5-0. Zone 1 and Zone 7 absent for vote.

**4.7 Approve Board Communications Editor:** Director Leigh nominated Director Curtis to be Board Communications Editor. Vice Chair Isom second the nomination. Director Curtis accepted the nomination. Motion passed 5-0. Zone 1 and Zone 7 absent for vote.

**4.8 Acknowledged as Second Reading, Board Policies:** The Board acknowledged as Second Reading, Board Policies BD/BDA, Board Meetings and BDC, Executive Sessions.

**4.9 Approve Perimeter Security Fence:** Director Curtis made a motion to approve securing high school perimeter fencing. Director Parker second the motion. Motion passed 5-0. Zone 1 and Zone 7 absent for vote.

**4.10 Approve Early Literacy Grant:** The Early Literacy Grant was presented to the Board at the January Regular Board Meeting. Parker Leigh made a motion to approve the Early Literacy Grant. Director Curtis second the motion. Motion passed 5-0. Zone 1 and Zone 7 absent for vote.

## **5.0 REPORTS**

**5.1 Financial Report:** Celeste Van Cleave, Business Manager, presented the February 2024 Financial Statements.

**5.2 Superintendent Report:** Dr. Pelt gave an update on the District’s progress in working towards the Strategic Plans Pillars.

## **6.0 AUDIENCE COMMENTS**

Vice Chair Isom asked if there were any public comments and there were none.

**6.1 Board Chair Response:** None

**7.0 ADJOURN**

**With no further business before the Board, Vice Chair Isom adjourned the meeting at approximately 8:17 p.m.**

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**Dena Crowell, Board Secretary**

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**David Karo, Board Chair**

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**Date Approved**



## STATUS OF LICENSED STAFF

March 2024

LEVEL	ELIGIBLE FOR SECOND YEAR <b>PROBATIONARY</b> CONTRACT	ELIGIBLE FOR THIRD YEAR <b>PROBATIONARY</b> CONTRACT	ELIGIBLE FOR TWO YEAR TEACHER CONTRACT
ELEMENTARY			
SECONDARY	Joseph Demianew - <i>Choral/Drama/Art</i> Juliene Cornman - <i>Special Education</i> Joyce Garland - <i>ELA</i>	Wendi Farris - <i>Health/Culinary/AVID</i> Larysa Rank - <i>Band</i> Sarah Curtis - <i>Special Ed/Social Studies/ELA/AVID</i> Kelly Cleveland - <i>Social Studies/HS Leadership</i> Rodney Baney - <i>Counselor</i>	

**Current Temporary Contracts**

Mary Arnold  
Zachary Smith  
Sarah Damon  
Nanette Holmes

**Current Administrative Contracts**

Dean Rech                      1 Year Probationary 2023-2024  
Joel Sauter                    2 Year Probationary 2022-2024  
Rachel McKee                1 Year Contract 2023-2024

**LICENSED STAFF ELIGIBLE FOR EXTENDING  
THEIR CONTRACT FOR A NEW TWO-YEAR TERM  
2024-2025 and 2025-2026**

<u>SCHOOL</u>	<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>
<u>Elementary</u>	Katti Baney	Kindergarten
	Stuart Koehnen	Kindergarten
	Wendy Cortright	Grade 1
	DeAnna Kildea	Grade 1/2
	Shannon Edwards	Grade 2
	Alichelen Kjosness	Grade 3
	Leah Klein	Grade 3/4
	Deborah Branson	Grade 4
	Jamie Derrickson	Grade 5
	Courtney Cunningham	Grade 5/6
	Debbie Davis	Grade 6
	Dena Weber	PE
	Stephanie Roth	Title Reading
Tami Lux	Special Education	
<u>High School</u>	Patricia Adams	7 / 8 STEM
	Marty Coatney	Clear Program
	Mike Day	PE/Health/Weights
	Maria Guerrero	PE 7/ELL/Spanish
	Sue Harte	Counselor
	Darrelle Parker	Science/Nat. Resources
	Jessica Patterson	Ag Education/Yearbook
	Robert Cleary	Science/Math/Personal Finance
	Miranda Leatherman	Math

A school board can extend a contract teacher's employment for a new two-year term by providing written notice by March 15, in the first year of the contract. If the Board chooses not to extend the contract, the teacher must be placed on a program of assistance for improvement.

If a Board does not extend the contract for a new two-year term, the teacher must receive written notice no later than March 15, of the second year of the contract that the term of employment will not be extended.

Proposed Draft  
Memorandum of Understanding

This agreement is between the Central Linn School District (District) and the Central Linn Oregon School Employee Association (OSEA) Chapter #87 (OSEA87). This MOU shall amend the current agreement ending June 30, 2025.

This Memorandum of Understanding (MOU) shall supersede any conflicting provisions in any existing collective bargaining agreement or past practice between the parties for the duration of the MOU.

1. Language changed in Article 15.1 Subcontracting
  - a. If the District decides to pursue subcontracting, the District and the Association will negotiate the decision and impact pursuant to ORS 243.698.

*Changed to*
  - b. The District may pursue subcontracting for positions that have been unable to be previously filled or when the Superintendent determines need to continue effective operations of the school district. The District will notify OSEA prior to any subcontracting.
  
3. All other provisions of the parties' 2021-2025 Collective Bargaining Agreement not amended by this MOU, except for previous executed MOU agreements, will remain the same.

\_\_\_\_\_  
For the OSEA Chapter #87

\_\_\_\_\_  
Date

\_\_\_\_\_  
For the District

\_\_\_\_\_  
Date

**Proposed Draft  
Memorandum of Understanding**

This agreement is between the Central Linn School District (District) and the Central Linn Oregon School Employee Association (OSEA) Chapter #87 (OSEA87). This MOU shall amend the current agreement ending June 30, 2025.

This Memorandum of Understanding (MOU) shall supersede any conflicting provisions in any existing collective bargaining agreement or past practice between the parties for the duration of the MOU.

1. Language added to Section 13.4.5 Dismissal
  - a. The District will apply the disciplinary standard set out in ORS 332.544 to Article 13 - Dismissal
  
2. This MOU will expire on June 30, 2025 or if additional legislative changes are made to ORS 332.544, whichever occurs first.
  
3. All other provisions of the parties' 2021-2025 Collective Bargaining Agreement not amended by this MOU, except for previous executed MOU agreements, will remain the same.

\_\_\_\_\_  
For the OSEA Chapter #87

\_\_\_\_\_  
Date

\_\_\_\_\_  
For the District

\_\_\_\_\_  
Date

As outlined in statute, at least 90% of the annual State School Fund (SSF), property tax and other qualifying resources allocated to LBL will be expended on resolution services. The Local Service Plan is developed with the State School fund biennium budget. Districts review and approve the Local Service Plan on an annual basis. Services will be provided on a two-tiered basis.

Tier 1 Resolution Services

Tier 1 includes services that are available to all 12 districts and are determined as being essential to all districts. The emphasis in Tier 1 is on achieving the greatest economies of scale and assuring equity of access. Tier 1 services are fully funded from the 90% SSF allocation. Service decisions are made for a two year period.

Tier 2 Resolution Services

Once Tier 1 funds are allocated, the remaining balance is used for Tier 2 services. Tier 2 services are decided by districts on an annual basis. This allows LBL and its component school districts to stay within the constraints of the agreements, yet provide flexibility in the use of funds.

Transits

Up to 50% of the district's allocated Tier 2 resources may be used to acquire services from sources other than LBL if the service is not provided by LBL.

Statewide Education Initiatives Account (SEIA)

The SEIA grant provides funding to allow greater ESD support to districts. This includes the provision of technical assistance to districts in developing, implementing and reviewing a plan for receiving Student Investment Account grant money; and providing coordination with Oregon Department of Education in administering and providing technical assistance to districts, including coordinating any coaching programs. SEIA plans are adopted and amended as part of the Local Service Plan and approved by the Oregon Department of Education.

The \_\_\_\_\_ Central Linn \_\_\_\_\_ School District is in agreement to have the Linn Benton Lincoln Education Service District provide the Local Service Plan for the 2024-2025 school year as presented.

*Jason Weaver*

LBL Board Chair

*2/21/2024*

Date

School District Board Chair

Date



## CENTRAL LINN SCHOOL DISTRICT POLICY AGENDA ITEM

March 11, 2024

**POLICY:** BD/BDA - Board Meetings

**OSBA Recommendation:** Optional

### Third Reading

#### **DESCRIPTION OF CHANGE RECOMMENDATION:**

House Bill 2805 (2023) and House Bill 2806 (2023) added new provisions to Public Meetings Law and executive sessions, expanded Oregon Government Ethics Commission (OGEC) oversight of public meetings law, and added provisions requiring a board member to receive mandatory public meetings training.

As a result of HB 2805, a person who believes the district has violated identified provisions of public meetings law may be able to file a grievance with the district in accordance with law. The new public meetings law provisions to file a grievance become effective in September 2023.

The new public meetings law provisions for executive sessions (HB 2806), which now include considering matters relating to the safety of the board, district staff and volunteers and the security of district facilities and meeting spaces, as well as considering matters relating to cyber security infrastructure and responses to cyber security threats, are effective now.

The new board member training requirement takes effect January 1, 2024.

#### **SUPERINTENDENT'S RECOMMENDATION:**

For adoption or second reading.



# Central Linn School District 552-C

Code: **BD/BDA**  
Adopted: 8/11/97  
Revised: 4/14/05; 5/14/18;  
1/10/22

Third Reading: 3/11/24

## Board Meetings

Optional policy. School boards must follow public meeting law regardless of whether the board adopts this policy. This policy reflects public meeting law as amended by House Bill 2805 (2023).

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 convening<sup>1</sup> of a quorum of the Board as the district's governing body to make a decision<sup>2</sup> or to deliberate<sup>3</sup> toward a decision on any matter. This includes meetings for the purpose of gathering information to serve as the basis for a subsequent decision or recommendation by the ~~Board governing body~~, 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. Information how to give or submit public comment is outlined in Board policy BDDH-Public Comment at Board Meetings and posted on the district's website.

All Board meetings, including Board retreats and work sessions, will be held within district boundaries, except as allowed by law<sup>4</sup>. 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.

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[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] 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.



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. Information how to give or submit public comment is outlined in Board policy BDDH-Public Comment at Board Meetings and posted on the district's website.

All Board meetings, including Board retreats and work sessions, will be held within district boundaries, except as allowed by law. 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 required notice** ~~those with disabilities~~, 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 ~~were~~ **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.

If requested to do so at least 72 hours before a meeting held in public, the Board shall make a reasonable effort to provide translation services.

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.

### Regular, Special and Emergency Meetings

Generally, a regular Board meeting will be held each month, with the exception of July. The regular meeting schedule will be established at the annual organizational meeting after July 1, but may be changed by the Board with proper notice. The purpose of each regular monthly meeting will be to conduct the regular Board business.

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 later than the second Monday in August. Previous years organizational designations shall remain in place until such meeting is held.

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 ~~also~~ be scheduled



if less than a quorum is present at a meeting, ~~or~~ 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<sup>2</sup> 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 emergency. Only topics necessitated by the emergency may be discussed or acted upon at the emergency meeting.

### 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 ~~Electronic~~ communications among Board members shall be limited to messages not involving deliberation, debate, decision-making or gathering of information on which to deliberate.

~~Electronic communications may contain:~~ 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 reasonable come before the Board (including agenda 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 decisions; or

(3) Nonsubstantative in nature, such as communication relating to scheduling, leaves of absence or other similar matters; or

~~a. Agenda item suggestions;~~

~~b. Reminders regarding meeting times, dates and places;~~

~~c. Board meeting agendas or information concerning agenda items;~~

~~d. One-way information from Board members or superintendent to each Board member (e.g., an article on student achievement or to share a report on district progress on goals) so long as that information is also being made available to the public;~~

e. 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 and Meetings Law.*

## 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 the Public Meetings Law.

## Work Sessions

The Board may use regular or special meetings for the purpose of conducting work sessions to provide its members with opportunities for planning and thoughtful discussion. Work sessions will be conducted in accordance with the state law on public meetings, including notice and minutes. The Board is discouraged from making official decisions during a work session. Generally, Boards do not take official action during work sessions, although there is no legal prohibition to do so.

## 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<sup>5</sup>.](#)**

## 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 (OGE) at least once during the Board member's term of office and shall verify attendance in accordance with OGE procedures.**

END OF POLICY

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### Legal Reference(s):

~~ORS 174.100~~  
~~ORS 174.104~~  
[ORS Chapter 192](#)  
~~ORS Chapter 193~~  
[ORS 255.335](#)  
[ORS 332. to 332.061](#)  
[ORS 433.835- 433.875](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 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.

**[House Bill 2805 \(2023\)](#)**

~~Oregon House Bill 2560 (2021):~~

~~Oregon House Bill 3041 (2021):~~

<sup>[5]</sup> [See House Bill 2805 \(2023\) Section 5\(2\) for requirements of the response.](#)





## CENTRAL LINN SCHOOL DISTRICT POLICY AGENDA ITEM

March 11, 2024

**POLICY:** BDC - Executive Sessions

**OSBA Recommendation:** Optional

### Third Reading

#### **DESCRIPTION OF CHANGE RECOMMENDATION:**

House Bill 2805 (2023) and House Bill 2806 (2023) added new provisions to Public Meetings Law and executive sessions, expanded Oregon Government Ethics Commission (OGEC) oversight of public meetings law, and added provisions requiring a board member to receive mandatory public meetings training.

As a result of HB 2805, a person who believes the district has violated identified provisions of public meetings law may be able to file a grievance with the district in accordance with law. The new public meetings law provisions to file a grievance become effective in September 2023.

The new public meetings law provisions for executive sessions (HB 2806), which now include considering matters relating to the safety of the board, district staff and volunteers and the security of district facilities and meeting spaces, as well as considering matters relating to cyber security infrastructure and responses to cyber security threats, are effective now.

The new board member training requirement takes effect January 1, 2024.

#### **SUPERINTENDENT'S RECOMMENDATION:**

For adoption or second reading.

# Central Linn School District 552-C

Code: **BDC**  
Adopted: 2/8/88  
Revised: 4/14/05; 3/12/18  
Third Reading: 3/11/24

## Executive Sessions

Optional policy. School boards can only meet in executive session when statute allows. This policy can be a helpful resource for Board members in determining whether executive session can be used.

The Board may meet in executive session to discuss subjects allowed by statute but may not take final action except for the expulsion of students and matters pertaining to or examination of the confidential ~~medical~~ records of a student, ~~including that student's educational program.~~

An executive session may be included as an agenda item of an existing meeting in accordance with Board policy BDDC - Board Meeting Agenda or held as its own meeting. Proper notice is required.

If open session is held prior to the executive session, convened by the Board chair upon request of three Board members or by common consent of the Board for a purpose authorized under Oregon Revised Statute (ORS) 192.660, during a regular, special, or emergency meeting. ~~The~~ presiding officer will announce the executive session by identifying the authorization under Oregon Revised Statute (ORS) 192.660 or ORS 332.061 for holding such session and by noting the subject of the executive session.

The Board may hold an executive session:

1. To consider the employment of a public officer, employee, staff member or individual agent.<sup>1</sup> (ORS 192.660(2)(a))
2. To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer<sup>2</sup>, employee, staff member or individual agent who does not request an open hearing. (ORS 192.660(2)(b))
3. To conduct deliberations with persons designated by the governing body to carry on labor negotiations. (ORS 192.660(2)(d))
4. To conduct deliberations with persons designated by the governing body to negotiate real property transactions. (ORS 192.660(2)(e))
5. To consider information or records that are exempt by law from public inspection. (ORS 192.660(2)(f))

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(1) This provision does not apply to the filling of a vacancy in elective office or on any public committee, commission or other advisory group; or for the consideration of general employment policies. Prior to holding an executive session under ORS 192.660(2)(a), the Board must ensure

a. The vacancy has been advertised;

b. Regular hiring procedures have been adopted;

c. If hiring an officer, the public has had the opportunity to comment on the employment of the officer; and



d. If hiring a chief executive officer, the Board has adopted hiring standards, criteria and policy directives in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.

12] To determine whether the individual involved is considered a public officer, consult with legal counsel.

6. 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. (ORS 192.660(2)(h))
7. To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing. (ORS 192.660(2)(i))
8. To consider matters relating to school safety or a plan that responds to safety threats made toward a school. (ORS 192.660(k))
9. To consider matters relating to the safety of the governing body and of the body staff and volunteers and the security of public body facilities and meeting spaces. (ORS 192.660(2)(o))
10. To consider matters relating to cyber security infrastructure and responses to cyber security threats. (ORS 192.660(2)(p))
11. To review discuss the expulsion of a minor student from a public elementary or secondary school. (ORS 332.061(1)(a))
12. To discuss matters pertaining to or examination of the confidential medical records of a student, including that student's educational program. (ORS 332.061(1)(b))

Members of the press may attend executive sessions except those matters pertaining to:

1. Deliberations with persons designated by the Board to carry on labor negotiations;
2. Hearings on the expulsion of minor students; or examination of the confidential medical records of a student including that student's educational program; and
3. Current litigation or litigation likely to be filed if the member of the news media is a party to the litigation or is an employee, agent or contractor of a news media organization that is a party to the litigation.

If an executive session is held pursuant to ORS 332.061, the following shall not be made public: the name of the minor student; the issue, including the student's confidential medical records and educational program; the discussion; and each Board member's vote on the issue.

Minutes shall be kept in written form for all executive sessions.

Content discussed in executive sessions is confidential except as provided by law. Board members and the media are instructed not to disclose information obtained in executive session except when specifically authorized to do so or as required by law.

END OF POLICY

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Legal Reference(s):

~~ORS 192.610 - 192.710~~

ORS 192.660

ORS 332.045

ORS 332.061

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

Oregon Government Ethics Commission, Staff Advisory Opinion No. 22-106S

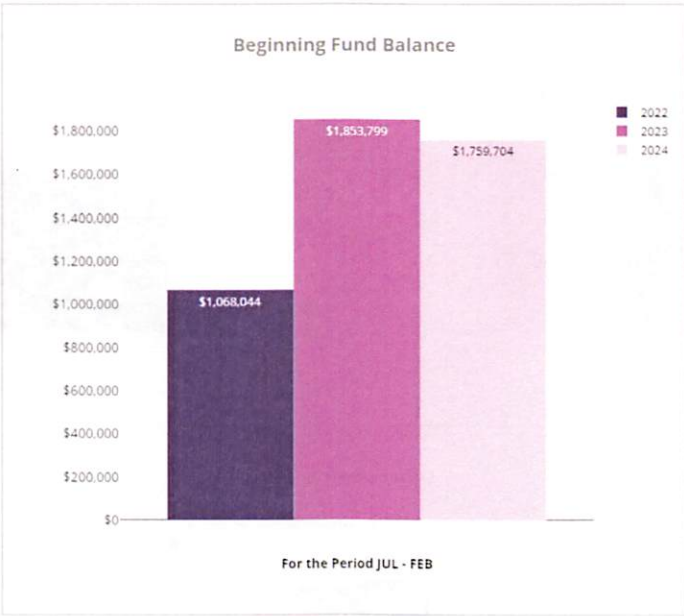
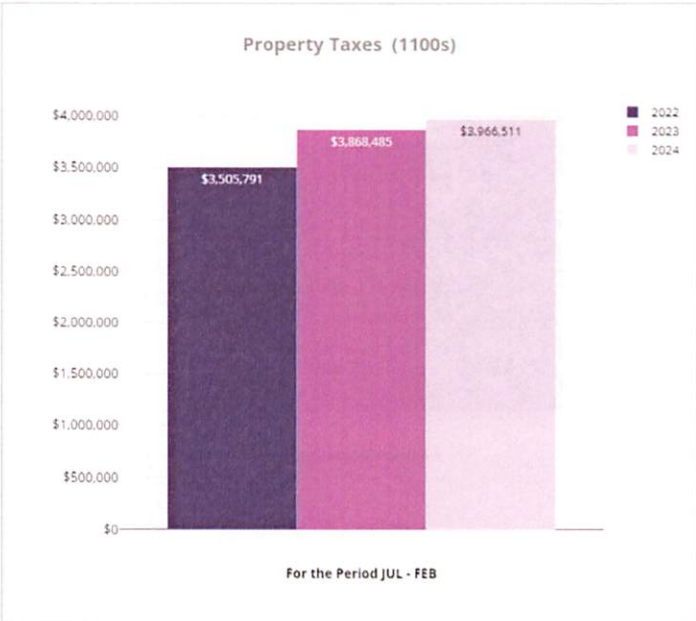
House Bill 2806 (2023)

## 2023-2024 Central Linn SD 552 | General Fund Overview - Revenue

YTD Local Sources  
**103.05%** of Budget  
 Prior Year YTD: 91.75% of Actuals

YTD State Sources  
**72.03%** of Budget  
 Prior Year YTD: 81.58% of Actuals

YTD All Sources (except 5400s)  
**87.66%** of Budget  
 Prior Year YTD: 87.01% of Actuals







2023-2024 Central Linn SD 552 | General Fund Overview - Expense

YTD Salary and Benefits

56.88% of Budget

Prior Year YTD: 55.81% of Actuals

YTD Purchased Services

87.98% of Budget

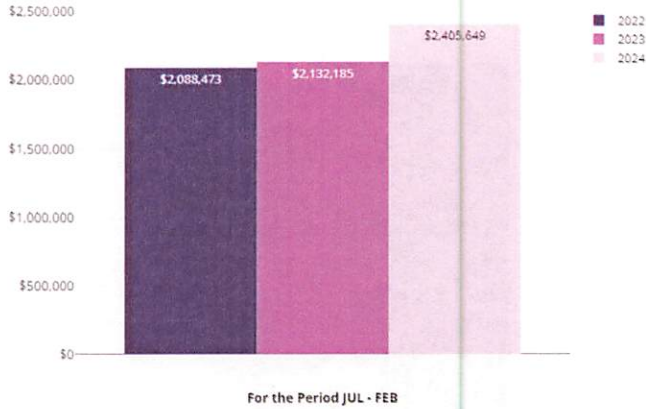
Prior Year YTD: 55.36% of Actuals

YTD Other Expenses

46.19% of Budget

Prior Year YTD: 82.28% of Actuals

Salaries (100s)



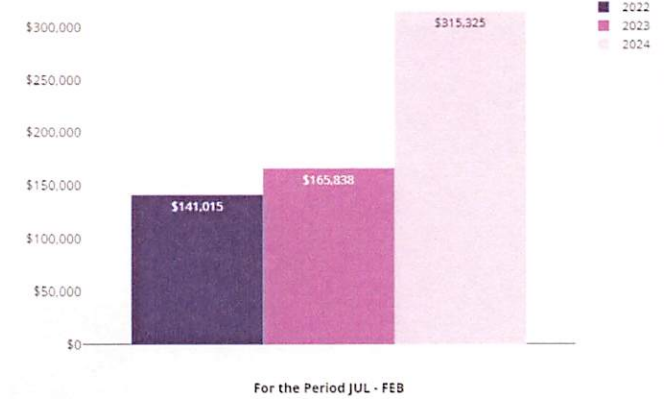
Benefits (200s)



Purchased Services (300s)



Supplies (400s)



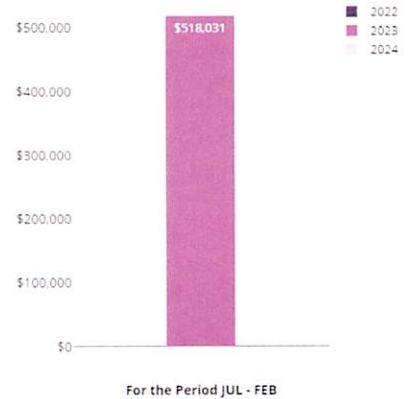
Capital Outlay (500s)



Other Objects (600s)

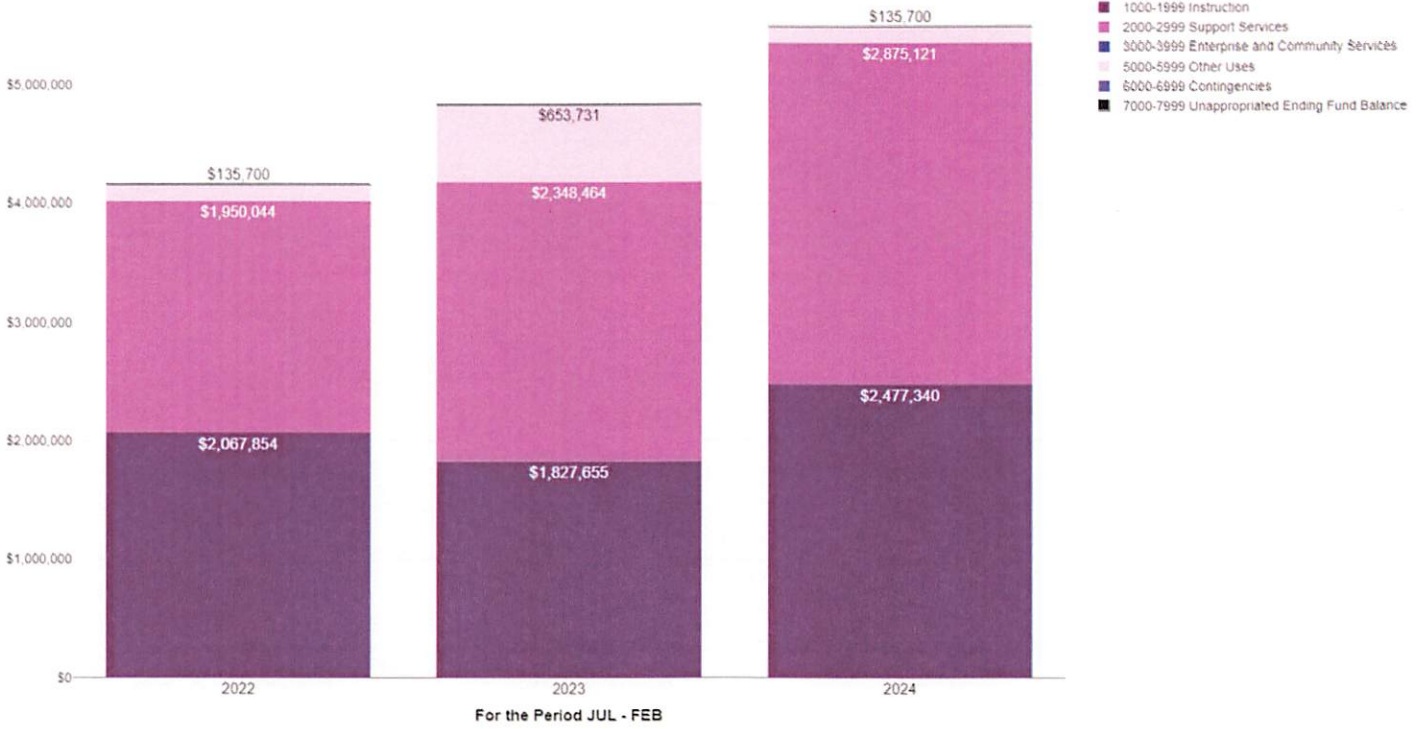


Transfers (700s)





General Fund YTD by Function



**CENTRAL LINN SCHOOL DISTRICT  
ENROLLMENT**

**As of March 1, 2024**

<i>March 2023</i>	<i>February 2024</i>	<i>March 2024</i>
<b>K 31</b>	<b>K 39</b>	<b>K 39</b>
<b>1 41</b>	<b>1 35</b>	<b>1 37</b>
<b>2 38</b>	<b>2 42</b>	<b>2 42</b>
<b>3 34</b>	<b>3 32</b>	<b>3 32</b>
<b>4 37</b>	<b>4 34</b>	<b>4 34</b>
<b>5 42</b>	<b>5 42</b>	<b>5 42</b>
<b>6 42</b>	<b>6 40</b>	<b>6 40</b>
<i>Total 265</i>	<i>Total 266</i>	<i>Total 266</i>
<b>7 30</b>	<b>7 45</b>	<b>7 44</b>
<b>8 46</b>	<b>8 31</b>	<b>8 31</b>
<b>9 47</b>	<b>9 48</b>	<b>9 47</b>
<b>10 51</b>	<b>10 43</b>	<b>10 42</b>
<b>11 53</b>	<b>11 47</b>	<b>11 48</b>
<b>12 51</b>	<b>12 50</b>	<b>12 50</b>
<i>Total 278</i>	<i>Total 264</i>	<i>Total 262</i>
<b>District Total 543</b>	<b>District Total 530</b>	<b>District Total 528</b>

**September 2003 = 583**  
**September 2004 = 640**  
**September 2005 = 647**  
**September 2006 = 678**  
**September 2007 = 644**  
**September 2008 = 651**  
**September 2009 = 655**  
**September 2010 = 708**

**September 2011 = 676**  
**September 2012 = 676**  
**September 2013 = 710**  
**September 2014 = 657**  
**September 2015 = 643**  
**September 2016 = 652**  
**September 2017 = 643**  
**September 2018 = 644**

**September 2019 = 633**  
**September 2020 = 579**  
**September 2021 = 552**  
**September 2022 = 529**  
**September 2023 = 555**