

MEETING AGENDA NOTES

Topic with Documents	Questions/Comments	Action/Next Steps
Calendar Feedback	C: Some concerns were raised about families who plan to travel between June and September, but it was clarified that a survey is being shared to get Family / Community input. C: Another reason for starting earlier is to align schedules for employees whose children attend other school districts. C: The meeting also touched on how an earlier start might help students with their AP test preparation and overall academic readiness.	Next Steps: Principals will be sharing the feedback form with their communities to gather input.
Review Recommendations and Preparing for the New Year	<i>*NOTE: Calendar Feedback Presentation went over time. We only had 15 minutes to review slides and have a short Q&A on this topic.</i> C: Mentorship programs were brought up, including ones like the OHSU Mentorship Program and other opportunities to support students in their career paths.	<i>*No Next Steps are needed.</i>

From Oregon Department of Justice:

D. Requirements of the Law; 7. Minutes and Recordkeeping:

"The written minutes or recording must include at least the following information:

- *members present;*
- *motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;*
- *results of all votes; and, the vote of each member by name, except for public bodies consisting of more than 25 members unless recording by name is requested by a member of that body;*
- *the substance of any discussion on any matter; and*
- *a reference to any document discussed at the meeting, unless even a reference to the document is exempt under Public Records Law.*
- *Written minutes need not be a verbatim transcript, and a sound, video, or digital recording is not required to contain a full recording of the meeting, except as otherwise provided by law. However, the minutes or recording must contain the above information and must give "a true reflection of the matters discussed at the meeting and the views of the participants."*