

**OREGON SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY COMMITTEE MEETING
2025-26**

DATE: Monday, September 29, 2025
TIME: 5:30 P.M. - 7:00 P.M.
PLACE: Oregon High School Innovations Center Conference Room (2nd Floor)
456 N. Perry Pkwy, Oregon, WI 53575

Order of Business

Call to Order

Roll Call

Proof of Notice of Meeting and Approval of Agenda

Approval of Minutes of Previous Meeting(s)

AGENDA

A. Public Comment Regarding Agenda Items

B. Old Business

1. None

C. New Business

1. 2026-27 Calendar
2. Policy Committee Charter
3. Policy 174: Board Governance: Committee Charters
4. Policy 181: Committee Meetings

D. Future Business:

1. Policy 714: Communicable Disease

E. Future Meeting: To Be Determined

F. Adjournment

Notice is hereby given that a majority of the Oregon School Board may be present at the meeting of the Policy Committee scheduled to discuss subjects over which they may have decision-making responsibility. This constitutes a meeting of the Board and must be noticed as such although the Board will not take any formal action at this meeting.

Go to <https://www.oregonsd.org/district/school-board> for the most updated version agenda.

Public Comment

[Board Policy 181](#) provides an opportunity for the public to address the Committee. We value the public comment period and feedback from our stakeholders. To comply with the Open Meetings Law and to ensure consistency, public comment will have the following parameters:

- Total public comment time is limited to 15 minutes. Speakers will have up to three minutes in which to make their comments. Ms. Jonen will signal the speaker when their time is up.
- The Committee will not comment after each speaker and will reserve discussion to any items on the agenda. Speakers are welcome to stay for the meeting.
- Next steps following public comment may include: referral to the appropriate administrator for follow-up with the speaker or placement of the matter on a future Committee or Board agenda.

MINUTES OF THE POLICY COMMITTEE OF THE SCHOOL BOARD OF OREGON SCHOOL DISTRICT HELD ON JULY 21, 2025

The regular meeting of the Policy Committee of the School Board of the Oregon School District was called to order by Dr. Mary Lokuta at 6:05 p.m. at the Oregon District Office Conference Room at 123 E. Grove Street, Oregon, Wisconsin.

Committee Members Present: Dr. Mary Lokuta, Leslie Wright and Dr. Caleb Bush

Other Board Members Present: None

Administrators present: Dr. Leslie Bergstrom and Jina Jonen

Others Present: Angela Seger, OEA

Proof in the form of a certificate by the Oregon Observer of communications and notice given to the public and the Oregon Observer, and a certification of posting as required by Section 19.84 Wisconsin Statutes as to the holding of this meeting was presented by Dr. Lokuta.

Ms. Wright moved to approve the agenda as posted. Ms. Wright voted yes. Dr. Bush voted yes. Dr. Lokuta voted yes. Motion approved 3-0.

Ms. Wright moved to approve the June 30, 2025 minutes. Ms. Wright voted yes. Dr. Bush voted yes. Dr. Lokuta voted yes. Motion approved 3-0.

A. Public Comment: None

B. Old Business:

1. Policy 616: Naming of Facilities and Land. Discussion held. Dr. Bush moved to retire Policy 616. Dr. Bush voted yes. Ms. Wright voted yes. Dr. Lokuta voted yes. Motion approved 3-0.

2. Policy 813: Monetary Donations, Advertisements and Sponsorships. Discussion held. Ms. Wright moved to approve Policy 813 with discussed changes. Ms. Wright voted yes. Dr. Bush voted yes. Dr. Lokuta voted yes. Motion approved 3-0.

C. New Business:

1. None.

D. Future Business:

1. To Be Determined

E. Future Meetings: at 6:00 p.m.

F. Adjournment: Dr. Bush moved to adjourn. Dr. Bush voted yes. Ms. Wright voted yes. Dr. Lokuta voted yes. Motion approved 3-0. Meeting adjourned at 6:47 p.m.

OREGON SCHOOL DISTRICT
2025-2026 School Year

☐ Action
☒ Discussion
☐ Information

TO: Policy Committee
FROM: Dr. Leslie Bergstrom and Jina Jonen
DATE: September 29, 2025

AGENDA ITEM: 2026-2027 School Calendar

SUPPORTING DATA

Building the school calendar every year presents unique challenges as we try to balance the needs of our students, families and staff, along with maintaining a similar number of days per semester, scheduling around holidays, planning for inclement weather, and completing the school year by the first or second week in June.

In September 2025, the District sent a survey about the calendar to all staff and families.

In building the calendar for 2026-27, here are the educator contract days to keep in mind:

Educator Contract Days	
Student Instruction	177
Professional Development - In-Service	6
Ready Set Go Conferences / School Year Prep (August)	1
Professional Learning Days	4
Completion of Student Learning Objective	1
Flex Day - Grading, Report Cards, IEP/504 Completion, Check-Out (June)	1
Family / Student Conferences Comp Days	2
Holidays (Memorial Day, Thanksgiving, Labor Day)	3
Total	195

SURVEY RESULTS

Approximately 1200 people respond to the survey. Of those, 33% were employees of the District. The survey results are attached. We have highlighted the key results below:

Non-Student Days - Timing

Regarding the timing of non-students dates, the following were the respondents' strongest preferences (based on those who indicated a preference):

Fall Break:	October 23 and 25	(55%)
February Break:	February 19 and 22	(34%)
Spring Break	March 29 - April 2	(45%)

Non-Student Days - Priorities

The respondents also ranked the following as a higher priority (a #1 or #2 priority):

Having December 23 as a non-school day	(58%)
Having Wednesday before Thanksgiving	(52%)
Ending as early as possible in June	(38%)
Having a two-day fall break	(25%)
Having a two-day break in winter	(23%)

Ready Set Go Themes

Preferred time to meet individually	(36.6%)
Preferred time to meet in small groups	(10.3%)
Preferred an open house format	(13.5%)
Preferred a school supply drop off	(4.1%)
Had no opinion / Did not apply	(35.5%)

We will further analyze by grade level and review all comments to help make decisions for the format for next year.

Themes from Comments

In reading through all the comments, the following themes emerged (also reviewed by ChatGPT):

- Our school community is grateful for the opportunity to provide their feedback
- Coordinate spring break with UW-Madison and surrounding schools
- Consider having a half-day on the last day of school for elementary students
- Late start Mondays are concerning for families

In response to the school community's preferences, we recommend that we adopt the 2026-27 calendar in coordination with the results of the survey after discussion with the OEA.

OREGON SCHOOL DISTRICT

6-31 Summer Semester

JULY 2026						
			1	2	3	4
5	SS	SS	SS	SS	SS	11
12	SS	SS	SS	SS	SS	18
19	SS	SS	SS	SS	SS	25
26	SS	SS	SS	SS	SS	

JANUARY 2027						
					NS	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	NS	19	20	21	[22]	23
24	PD	26	27	28	29	30
31						

1 No School
Winter Break

18 No School
Martin Luther King, Jr. Day

22 End of 1st Semester
25 Staff PD

24-27 Staff Professional
Development (PD)

AUGUST 2026						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	PD	PD	PD	PD	28	29
30	31					

FEBRUARY 2027						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	PD	23	24	25	26	27
28						

22 Staff PD

1 First Day of School

7 No School
Labor Day

SEPTEMBER 2026						
		1	2	3	4	5
6	NS	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MARCH 2027						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	[26]	27
28	NS	NS	NS			

26 End of 3rd Quarter
29-31 No School
Spring Break

23 No School
26 Staff PD

OCTOBER 2026						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	NS	24
25	PD	27	28	29	30	31

APRIL 2027						
				NS	NS	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

1-2 No School
Spring Break

6 End of 1st Quarter

25-27 No School
Thanksgiving Break

NOVEMBER 2026						
1	2	3	4	5	[6]	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	NS	NS	NS	28
29	30					

MAY 2027						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	NS					

31 No School
Memorial Day

23-31 No School
Winter Break

DECEMBER 2026						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	NS	NS	NS	26
27	NS	NS	NS	NS		

JUNE 2027						
		1	2	3	4	5
6	7	8	9	[10]	PD	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

10* Last Day of School
11 Staff PD
13 Graduation

6-31 Summer Semester

JULY 2026						
			1	2	3	4
5	SS	SS	SS	SS	SS	11
12	SS	SS	SS	SS	SS	18
19	SS	SS	SS	SS	SS	25
26	SS	SS	SS	SS	SS	

JANUARY 2027						
					NS	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	NS	19	20	21	[22]	23
24	PD	26	27	28	29	30
31						

1 No School
Winter Break

18 No School
Martin Luther King, Jr. Day

22 End of 1st Semester
25 Staff PD

24-27 Staff Professional
Development (PD)

AUGUST 2026						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	PD	PD	PD	PD	28	29
30	31					

FEBRUARY 2027						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	NS	20
21	PD	23	24	25	26	27
28						

19 No School

22 Staff PD

1 First Day of School

7 No School
Labor Day

SEPTEMBER 2026						
		1	2	3	4	5
6	NS	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MARCH 2027						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	[26]	27
28	NS	NS	NS			

26 End of 3rd Quarter

29-31 No School
Spring Break

23 No School
26 Staff PD

OCTOBER 2026						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	NS	24
25	PD	27	28	29	30	31

APRIL 2027						
				NS	NS	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

1-2 No School
Spring Break

6 End of 1st Quarter

25-27 No School
Thanksgiving Break

NOVEMBER 2026						
1	2	3	4	5	[6]	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	NS	NS	NS	28
29	30					

MAY 2027						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	NS					

31 No School
Memorial Day

23-31 No School
Winter Break

DECEMBER 2026						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	NS	NS	NS	26
27	NS	NS	NS	NS		

JUNE 2027						
		1	2	3	4	5
6	7	8	9	10	[11]	12
13	PD	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

11* Last Day of School

14 Staff PD

13 Graduation

Oregon School District
Policy Committee Charter

Effective Date: xxxx, 2025

1. Purpose Statement

The Policy Committee is established by the Oregon School District Board of Education (Board) to review and recommend policies to the Board.

The Committee reviews policies, laws and regulations, and data to ensure the Board's policies are legally compliant and reflect the District's mission and values.

The Committee is accountable to the full Board and has no authority as a Committee; recommendations for full Board vote are needed for action if/as needed.

2. Scope of Work

The following is within the scope of the Policy Committee:

- Reviewing, revising and/or drafting policies for consideration by the Board;
- Reviewing and revising the Employee Handbook for consideration by the Board;
- Reviewing and revising the Co-Curricular Code for consideration by the Board; and
- Developing annually the school calendar for recommendation to the Board.

The committee's role is advisory to the Board. The committee does not speak for the Board as a whole.

3a. Voting Members as defined by Policy 174 Board Governance

- Chair: Appointed by the Board President
- Board Members: Two Board members appointed by the Board President

3b. Attendees (Non-Voting)

- Staff Liaison: In-House Legal Counsel
- District Administrator, Administrators and Staff: At District Administrator's designation
- Oregon Education Association (1 representative is invited to attend)
- Community Representation: May include invited members of the school community and/or public to provide input.

4. Roles and Responsibilities

- Chair: Facilitates meetings, sets agendas in collaboration with Staff Liaison, and reports to the Board.
- Members: Attend meetings, participate in school community engagement, review materials, and collaborate on recommendations.

5. Meetings

- Frequency: To be scheduled by the Chair in consultation with the Committee
- Duration: Meetings will generally be 90 minutes but may be more or less as needed
- Location: District Office conference room or other locations as available
- Public Access: Meetings will be conducted in accordance with open meeting laws

6. Term

The committee will operate annually from May 1 - March 31.

7. Reporting

Regular updates will be provided at Board meetings in the Committee Reports section and/or recommendations will be submitted in writing as appropriate.

8. Approval

The Committee will create a draft calendar annually for approval by the Committee.

Originally Adopted xxx, 2025

174: Board Governance

174.01 – Quorum – Four Board members must be present at any regular or special Board meeting to constitute a quorum. For committees, a majority of members shall constitute a quorum. In all cases, a quorum must be present for any official business to be transacted.

174.02 – Committees – The Board shall have the following **standing** committees: Policy and Visioning Steering. **The Board may meet as a Committee of the Whole as deemed necessary by the Board President in consultation with the District Administrator or as approved by the Board.** The Board may create ad hoc committees and task forces as it deems necessary.

- **174.02.1:** Committee members shall be appointed by the Board President.
- **174.02.2:** A majority of committee members shall constitute a quorum.
- **174.02.3:** The Board President may remove a member from a committee if that member is not cooperating with the work of that committee and appoint a new member.
- **174.02.4:** If a committee member is removed from a committee that receives pay, the member will receive no pay for that committee. A committee member must be on that committee for one year to receive payment for that committee.
- **174.02.5:** **Standing committees shall each have a charter approved by the applicable Committee. The charters will be attached to this Policy.**

174.03 – Relationship with Other Board Members – Board members shall respect relationships with other members, recognizing the following principles:

- **174.03.1:** Authority rests only with the Board acting in official meetings; accordingly, any individual member has no legal status to bind the Board except when acting as a Board officer in a role prescribed by statute or Board policy.
- **174.03.2:** As decisions are made, members will respect the opinions of others, will adhere to the principle of majority rule, and will act in good faith to implement the will of the Board. Board members may exercise their parliamentary rights, including a motion to reconsider by a member who voted on the prevailing side.
- **174.03.3:** A Board member may communicate with the author of a proposal to notify the author that he or she disagrees with parts of the proposal and may offer an amendment to the proposal.
- **174.03.4:** Decisions will be made only after all facts bearing on a question have been presented and discussed. Statements or promises about how a member will vote on any proposal that should properly be considered by the Board before such deliberation are, therefore, premature and inappropriate.

- 174.03.5: Members shall not participate in meetings which are not official and which all members do not have the opportunity to attend, except as assigned by the Board.
- 174.03.6: Individual Board members shall always vote by what they believe is in the best interests of the District, neither soliciting nor agreeing to trade votes with other members.

174.04 – Relationship with the Superintendent and Administrative Staff – Board members shall maintain a desirable relationship with the Superintendent and the Administrative Staff:

- 174.04.1: By recognizing that the Board member's job is to ensure that the organization is well-managed, not to manage the organization.
- 174.04.2: By giving the Superintendent full authority for the proper discharge of professional duties, and by holding the Superintendent responsible for results.
- 174.04.3: By acting only upon personnel matters raised by the Superintendent.
- 174.04.4: By referring all complaints to the proper administrative office and by discussing them at a regular meeting only as a last resort.
- 174.04.5: By including the Superintendent or his or her designee at all Board meetings, except when the Superintendent's contract, performance, or salary are under consideration or during the search and selection of a new Superintendent.
- 174.04.6: By presenting personal criticisms of any employee directly to the Superintendent.

174.05 – Responsibility to the Community – School Board members shall meet their responsibilities to the community:

- 174.05.1: By representing the entire community, not a particular geographic area or special interest group.
- 174.05.2: By being responsive to the public.
- 174.05.3: By maintaining open communication lines with District residents, informing them about the District's needs and accomplishments, its employees and its students, and the Board's action.
- 174.05.4: By refraining from using his or her Board position for personal or partisan gain or for that of a family member.
- 174.05.5: By acting as a "trustee" of the District, ensuring that it is well-maintained, financially secure, and always operating with a focus on student achievement.

Adopted:

Revised: December 13, 1993
 September 11, 2006
 April 22, 2013

July 13, 2015

September 12, 2016

April 13, 2020

Book	School Board Policies
Section	100 Board and District Philosophy and Operation
Title	Committee Meetings
Code	181
Status	Active
Adopted	August 9, 2021

181: Committee Meetings

181.01 The Board may establish committees in accordance with the District's mission and values by a majority vote of the full Board.

181.02 A Committee will hold meetings to be scheduled by the Committee Chair in consultation with the other Board members on the committee and the appropriate District Administrators. The Superintendent or designee shall provide all Board members with an agenda and supporting documentation prior to the meeting either by electronic mail or by posting on the District's website.

181.03 The meetings may be in person or by video conference. The Committee Chair shall determine if the meetings will be in person or virtual in consultation with the Board members on the committee, the Board President and the District Superintendent. Remote attendance by video is preferred, but attendance may be by telephone where video is not available.

181.04 A quorum must be present either in person or remotely to hold a meeting.

181.05 A Board member participating remotely shall be considered present and shall be entitled to participate in the meeting, including voting, if:

- a. The Board member is able to hear other committee members and those providing information to the committee;
- b. The other committee members are able to hear the remotely participating Board member;
- c. The remotely participating member has access to all materials available to the other committee members regarding matters in which the remotely participating member desires to participate and/or vote;
- d. The votes are taken by roll call; and
- e. The technology enabling the Board member to participate remotely has reasonably functioned such that the Board member determines they have sufficient information to make an informed vote. Should a Board member's remote access fail and prevent that Board member from remote participation, the committee need not wait for the Board member's connection to be re-established in order to take a vote on a pending motion, provided a quorum is present and the public has access to the meeting.

181.06 All committee meetings shall be reasonably accessible to all members of the public and open to all citizens, except for executive or closed sessions as permitted by law. Notice of the meeting shall be posted on the District's website at least 24 hours in advance of the meeting except as provided for in 181.07.

181.07 In an emergency situation constituting good cause when at least 24 hours notice is impractical or impossible, a meeting may be commenced provided the minimum public notice (currently 2 hours under Sec. 19.84 (3), Wis. Stats.) is given in the manner required by the law.

181.08 Any Board member may have an item placed on the agenda of the appropriate committee meeting by making a request of the applicable Committee Chair at least two weeks prior to the Committee meeting. The Chair will place the item on the agenda of the next meeting if the request is in writing, is appropriate for that committee and is received by the Committee Chair prior to the agenda being posted. Agenda items requested after that time will be added to the next committee meeting.

181.09 Committee meetings may have a public comment period at the discretion of the Chair. If there is a public comment period, any person shall have the right to address the Committee. The Chair may schedule fifteen (15) minutes at the beginning of each meeting for members of the public to speak. This time period may be expanded for up to one hour at the discretion of the Chair. Each speaker shall have up to three minutes. Each person, when called upon, will state whether they are a District resident, their connection to the District, and, if applicable, the name of the group they represent. Committee meetings are not a forum for identifying, presenting or processing complaints or grievances involving individual staff members. Concerns involving individual staff members should initially be brought to the attention of the staff member's immediate supervisor and/or submitted as a complaint to the District Administrator or the District Administrator's designee.

Adopted: August 9, 2021