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*Commitment, Excellence, Community*

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**PLEASANT HILL SCHOOL DISTRICT NO. 1  
SCHOOL BOARD WORK SESSION MINUTES**

**Wednesday, December 3, 2025; 5:30 p.m.; Pleasant Hill High School Student Center**

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**1. CALL TO ORDER**

Board Chair Drew Gottfried called the December 3, 2025 board work session to order at 5:35 p.m. Board members present were Vice Chair Rusty Rexius, Stephen Hammond, John Oldham and Jennifer Woodland. Others present were Superintendent Jim Crist, Board Secretary Kimberly Silbernagel and Oregon School Boards Association's Director of Board Development Kristen Miles.

**2. DISCUSSION**

**2.1 OSBA, Roles & Responsibilities**

Ms. Kristen Miles opened the discussion with introductions. Everyone in the group introduced themselves and shared their tenure on the board, high school they graduated from, why they joined the board and what superpower/skills they bring to the board.

The board engaged in discussion including:

- Board member roles and responsibilities.
- Characteristics of a high-performing and low-performing board.
- Government and management.
- When the board should engage in public discussion.
- Questions that should be asked in public meetings versus questions directly for the superintendent.

Ms. Miles presented practice scenarios to the board and shared appropriate governance questions related to each of the scenarios. She also covered the sources of authority for action that the board must consider. The sources of authority include state statute/rule, board policy, administrative regulation or procedures, collective bargaining agreements and informal practices.

The board engaged in more discussion including:

- Communication protocol when interacting with the community.
- The process board action items go through before they reach the board for recommended approval.
- Staff completing a climate survey.

Ms. Miles reviewed tools that the board has for collaboration. These tools include the superintendent evaluation, self-evaluations, board operating agreement and the board/superintendent agreement.


Ms. Miles introduced the idea of creating a communication protocol and provided draft guidelines to the board.

Superintendent Crist shared that the principals will be using the scorecards for presenting their quarterly report to the board. The equity committee held their second meeting and discussed setting benchmarks to monitor equity focused changes.

**3. NEXT MEETING**

- Regular Board Meeting – December 15, 2025; 7:00 p.m.; Pleasant Hill Community Center

**4. ADJOURNMENT – 7:25 p.m.**

Signed: , this 15 day of December, 2025  
Drew Gottfried, Board Chair