Pursuing Excellence
LEBANON
Community Schools

Work Session Meeting Minutes

June 11, 2026, 5:00PM
55 Academy St, Lebanon, OR 97355

Present:

Nichole Piland, Chair

Melissa Baurer, Vice Chair

Lorlee Engler, Member

Mike Martin, Member

Clyde Rood, Member

Jennifer Meckley, Superintendent

Craig Swanson, LHS Principal

1. WELCOME

1.1. The meeting was called to order at 5:02 PM by Board Chair, Nichole Piland.

2. PURPOSE AND DESIRED OUTCOME

Board Chair Nichole Piland explains the group's desire to establish clear boundaries, a shared vision, and a trusted partnership. She also explains that LHS Principal Craig Swanson was asked to serve as the meeting facilitator.

3. REVIEW OF DRAFT/PROPOSED AGREEMENTS

Principal Craig Swanson references the draft Board-Superintendent Operating Agreement shared with the group.

4. CONSENSUS ON KEY PRINCIPLES

Craig reviews the comments made to the draft document, by Board members.

The Board as a whole agrees with sections 1 and 2, with no changes.

The Board reviews Section 3, including two recommended revisions: requiring the Board packet to be distributed by the Friday before the meeting and identifying the Board Chair or Vice Chair as the recommended spokesperson. The Board agrees to both additions, finding them consistent with Board policy.

Clyde expresses concerns regarding the communication protocols and chain of command outlined in Section 3, specifically the Board's ability to communicate with community members. He noted that staff are also members of the community and felt Board members should be able to engage in conversations with them.

The Board clarified that the language is intended to address investigations, requests for information, and operational matters rather than casual interactions. Board members are encouraged to remain visible, approachable, and engaged in the community, including attending events and having informal conversations. However, they should not seek information related to District operations, personnel, or other administrative matters, as those issues should be directed to the Superintendent. Lorlee emphasizes the importance of maintaining this distinction.

Mike adds that these expectations are further addressed in Section 4, which provides additional detail regarding the referral process and Superintendent notification procedures.

Following the discussion, the Board expresses satisfaction with the two revisions to Section 3 and indicated that no further changes were needed.

The Board as a whole agrees with sections 4, with no changes.

The Board reviewed Section 5 and agreed to the proposed requirement that Board members submit agenda item suggestions to the Superintendent and/or Board Chair at least five working days before a Board meeting.

Mike proposes an additional revision regarding Board voting. The statement, "the Board speaks with one unified voice," is revised to reflect that the Board reaches consensus through its decisions. The reference to the Board speaking with one unified voice is removed.

Lorlee notes that Board members should work for the good of the Board as a whole rather than based on personal opinions or individual positions.

The Board agreed to all revisions discussed in Section 5, and the changes are accepted.

The Board as a whole agrees with sections 6, with no changes.

Three final comments are addressed and documented for future reference, but removed from the overall document.

- Concerns regarding adherence of this agreement will be addressed by the Chair in consultation with the Superintendent, and an expectation of a timely resolution and, if needed, facilitated discussion.
- The principles outlined in this agreement will inform and support the Superintendent's annual evaluation and Board's self-assessment practices.
- In the event of conflict, the Board commits to addressing concerns directly, respectfully, and in a timely manner, utilizing the Board Chair or an agreed-upon facilitator when necessary.

5. SUMMARY AND NEXT STEPS

The final version of the Board-Superintendent Operating Agreement with the above changes will be presented for approval during the July Board Meeting.

6. ADJOURNMENT at 5:32 PM.

Signed: ..... **Date:** 7/9/26

(Board Chair)

Signed: Jennifer Meckley **Date:** 7/9/26

(Superintendent)