



# Oregon

Tina Kotek, Governor



OREGON  
DEPARTMENT OF  
EDUCATION

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**Dr. Charlene Williams**

Director of the Department of Education

## **Student Advisor Opportunities: Rulemaking relating to Oregon K-12 Education**

The Oregon Department of Education (ODE) and the Oregon State Board of Education (SBE) are looking for incoming high school juniors and seniors to participate in Oregon's K-12 administrative rulemaking processes as either a **Student Member of ODE's Ongoing Rules Community Advisory (ORCA)** or a **Student Advisor to the State Board of Education (SBE)**. [Interested students may apply for these student opportunities here](#). These positions begin August 2025 and end July 2026. To qualify, students must be a current high school sophomore or junior (junior or senior during the 2025-26 school year).

Both of these opportunities allow students to be directly involved in the development of Oregon Administrative Rules (OARs). These rules impact every level of Oregon's education systems, including strategic investments by the Oregon legislature ([OAR 581-017](#)), selection of textbooks and other instructional materials ([OAR 581-011](#)), processes for complaints and appeals ([OAR 581-075](#)), and the improvement of school facilities ([OAR 581-027](#)). All rules must follow the requirements found in our Oregon Revised Statutes. Rulemaking is most often at the direct request of the Oregon Legislature. The Oregon Department of Education develops rules for consideration by the Oregon State Board of Education, which is the only body authorized to adopt, amend, repeal, or renumber our education-related rules.

If you will be a junior or senior in the 2025-26 school year, and are interested in weighing in on rules that may impact the behind-the-scenes and day-to-day operations of Oregon's school systems, this opportunity is curated for students like you. Students who don't have direct experience on policy deliberations are still encouraged to apply. We work with students in August and throughout the school year to teach them more about the rulemaking process.

Applications will be reviewed as submitted, and the department intends to select advisors by the end of July or early August 2025. **Please note that both ORCA and SBE meetings occur during the school day.** While ODE will notify your school district and principal for students selected into these positions, students are expected to work with their teachers and other extracurricular commitments to best approach these commitments. If you have any questions about these opportunities or the application, please [contact Oregon Department of Education Rules Coordinator Haedon Brunelle by clicking here](#). For more information on these opportunities, please read below.

## About the Ongoing Rules Community Advisory (ORCA)

In Oregon, the Governor serves as Superintendent of Public Instruction and appoints a Deputy Superintendent that serves as the Oregon Department of Education (ODE) Director. The Department provides statewide leadership for all elementary and secondary students in Oregon's public school districts and education service districts. The Department also provides administrative support to the State Board of Education and develops administrative rules on their behalf.

Under the supervision of the ODE Director, ODE staff conduct engagement, write proposed rule language, and present their rule language to the State Board of Education. When doing so, they accept feedback from numerous sources, including their colleagues in state government, the general public through public comment and OAR Monthly Public Hearings, and various engagement spaces with technical experts and those directly involved in our school systems.

The ORCA is one engagement body available to Department staff as they work through the rulemaking process. ORCA members are volunteers representing various perspectives within our education systems, each with their own lived experiences and bodies of work. This includes school leadership, licensed and classified staff, students voices, parent voices, culturally specific and community-based organizations, education service districts, tribal voices, and state education partners. ORCA members provide their unique perspectives and feedback to the Department, but the ORCA itself does not make decisions nor recommendations.

As a **Student Member of ORCA**, you will be invited to attend monthly virtual meetings of the Department's Ongoing Rules Community Advisory beginning in August 2025. You will join a group of diverse community partners representing every level of Oregon's education systems and dedicated to supporting the success of every student and participate in group discussions regarding the development and impact of Oregon Administrative Rules. **ORCA meetings are held virtually and occur during the school day.**

## About the State Board of Education (SBE)

The Oregon State Board of Education works on providing equitable policies and practices that lead to the educational and life success of every Oregon student. It envisions an aspirational education system that honors its increasingly diverse student body and affirms every student to reach their full potential in a rapidly shifting global environment. Alongside the Oregon Legislature, the Oregon Department of Education, and Oregon's Governor, the Board provides leadership for Oregon's 197 school districts and 19 education service districts.

The Board itself is composed of nine members appointed by the Governor and confirmed by the Oregon Senate. Six members represent each of Oregon's six congressional districts, and three members represent the state at large. One of the at-large members must be a licensed teacher, and one must be a classified staff person. Members serve four-year terms and are limited to two consecutive terms. Board members elect their chair each year. The State Treasurer and Secretary of State serve as non-voting ex-officio members. The Board approves an annual calendar each June and most often meets monthly throughout the school year.

As a **Student Advisor to the State Board**, you will be invited to attend board meetings<sup>1</sup> beginning in August 2025 and assist the Board in analyzing the policies, proposals and requests before it. You will join the Board's Administrator, School Board Member, and Teacher advisors in providing your unique perspective to the Board. Meetings held by the State Board of Education are public meetings. To watch their prior meeting recordings, please use [BoardBook](#). Once you've found a meeting date, simply click "Extras" and find the "Video Recording." **State Board meetings occur during the school day and allow for both in-person and virtual participation.**

### **Minimum Criteria (what you need to qualify):**

We are looking for students that are:

- A Junior or Senior during the 2025-26 school year;
- Interested in learning about the Oregon Administrative Rule process and how it impacts our State Education System;
- Willing to participate in group discussions and provide feedback, including constructive criticism, to ODE staff regarding draft rule language; and
- Committed to attending student pre-meetings and monthly full meetings of either the ORCA (for Student Members) or SBE (for Student Advisors) between August 2025 and June 2026.

### **Desired Attributes (what we'd like to see):**

Students who do not have direct experience with school leadership or policy deliberations are still encouraged to apply. We are hoping for applicants with a compelling combination of the following skills and experience:

- Awareness of how students with various identities experience Oregon's school systems in different ways;
- Experience elevating youth perspectives in decision making spaces;
- Experience analyzing complex issues and determining potential impacts;
- Experience serving in leadership roles, particularly within the school system; and
- Ability to deliberate policy issues with individuals of varying ages, backgrounds, and experiences.

### **Essay:**

The essay may be as long as you wish, but it's recommended the essay is at least 500 words.

**Essay Prompt:** As an advisor of the ORCA or the SBE, you will be asked to provide feedback on Oregon Administrative Rules. They impact every aspect of the school system, but they often operate behind the scenes. [This is a link where you may find all rules currently on file with the State Board of Education](#) relating to the Standards for Public Elementary and Secondary Schools. For this essay, please pick a rule, name the title and Oregon administration rule number, and please share how this rule impacts you or your peers, what you think works well about it, and what you'd like to see changed.

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<sup>1</sup> Advisors are eligible for reimbursement of actual expenses incurred in attending board meetings and board-related activities, including mileage, meals, and hotels.