

# Memorandum

PREPARED FOR: Senate Committee on Rules  
DATE: September 20, 2023  
BY: Leslie Porter, Analyst  
RE: Legislative Review of Executive Appointments



## DEPUTY SUPERINTENDENT OF PUBLIC INSTRUCTION

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The Governor has appointed the following individual to serve as the Deputy Superintendent of Public Instruction, subject to Senate confirmation.<sup>1</sup>

### Appointee

Charlene Williams

### Term

May be removed by the Governor after consultation with the State Board of Education.

### Appointment/Confirmation Authority

[ORS 326.300 \(2021\)](#)

### Statement of Economic Interest<sup>2</sup>

Required.

### Statutory Requirements

The deputy superintendent must have at least five years' experience in elementary or secondary school administration.<sup>3</sup>

### Duties

The Governor is the Superintendent of Public Instruction,<sup>4</sup> and, under the direction of the State Board of Education, provides general superintendence of school officers and public schools. The deputy superintendent must perform any act or duty that is designated by the Governor, including:<sup>5</sup>

- act as the State Board of Education administrative officer and as Department of Education (ODE) executive head;
- help school and education service district boards answer questions about administering laws, rules, and duties of school officers and teachers;
- obtain and compile specified statistical information;
- appoint, with the approval of the State Board of Education, necessary personnel;
- administer and supervise adult education programs;

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<sup>1</sup> [Or. Const. art. III sect. 4](#), [ORS 171.562 \(2021\)](#), [ORS 171.565 \(2021\)](#).

<sup>2</sup> [ORS 244.050 \(2021\)](#).

<sup>3</sup> [ORS 326.300 \(2021\)](#).

<sup>4</sup> [Or. Const. art. VIII sect. 1](#).

<sup>5</sup> ORS chapters (2021): [326](#), [327](#), [328](#), [329](#), [330](#), [332](#), [334](#), [336](#), [337](#), [339](#), [340](#), [342](#), [343](#), [344](#), [346](#), [357](#), and [358](#).

- establish and collect fees for supplies and publications compiled, furnished, distributed, or sold by the Department of Education;
- administer specified accounts, funds, and education financing statutes;
- convene advisory groups and committees;
- serve as a member of the State Council for Educational Opportunity for Military Children, the board of directors of the Center for School Safety, the State Library Board, and the Oregon Heritage Commission;
- collect data and produce annual school district and school performance reports;
- receive and investigate complaints, hold hearings, and withhold funds;
- outline topics identified in statute to be given special emphasis in instruction and provide information about accelerated learning options for high schools;
- direct the ODE to evaluate and administer a multicultural education program and seek funds to develop and implement the program;
- provide annual notice to school textbook and instructional materials publishers about the review and selection process;
- receive and adjudicate appeals;
- supervise and administer all special education and early intervention programs; and
- administer the Oregon School for the Deaf.

The superintendent or deputy superintendent may:<sup>6</sup>

- submit any question to the State Board of Education;
- designate persons to sign or countersign documents;
- enter into an agreement with another nation to ensure instruction of the Mandarin dialect of the Chinese language is available to public school students;
- authorize ODE staff to serve as executive directors of education-related organizations;
- contract with providers for personnel for the Youth Corrections Education Program and the Juvenile Detention Education Program and online courses to students through Oregon Digital Learning; and
- approve alternative courses of study proposed by district school boards.

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<sup>6</sup> ORS chapters [326](#) and [336](#) (2021).

