

# Clackamas Education Service District

Code: **BD/BDA**  
Adopted: 2/21/95; 3/14/95  
Readopted: 05/20/09; 1/16/13  
Orig. Code(s): 1050; 1110

## Board Meetings/Regular Board Meetings

“Meeting” means the convening of the Board as CESD’s governing body to make a decision or to deliberate toward a decision on any matter. The Board has the authority to act only when a quorum is present at a duly called regular or special meeting. Communication between and among a quorum of members convening on electronically linked personal computers or by telephone conference call is subject to the Public Meetings Law.

### 1. Regular Meetings

All regular and special meetings of the Board will be open to the public except as provided by law. All meetings will be conducted in compliance with state and federal statutes. All Board meetings will be held within CESD boundaries. No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation, age, or national origin is practiced.

All meetings held in public shall comply with the Oregon Indoor Clean Air Act and the smoking provisions contained in the Public Meetings Law.

If requested to do so at least 48 hours before a meeting held in public, the Board shall provide an interpreter for hearing-impaired persons. Other appropriate auxiliary aids and services will be provided upon request and appropriate advance notice. Communications with all qualified individuals with disabilities shall be as effective as communications with others.

The first regular meeting after July 1 of each year will be an organizational meeting to elect Board officers for the coming year and to establish the year’s schedule of Board meetings.

The meeting schedule will be established at the organizational meeting in July but may be changed by the Board with proper notice. The purpose of meetings will be to conduct the regular Board business. The Board chair will preside over the meeting, or in his/her absence, the vice chair will preside over the meeting. If both are absent, the person with the longest period of service on the Board will preside over the meeting.

### 2. Private or Social Meetings

Private or social meetings of a quorum of the Board for the purpose of making a decision or to deliberate toward a decision on any matter are prohibited by the Public Meetings Law.

### 3. Adjourned Meetings

A Board meeting may be adjourned to another time if a quorum is not present or if additional business needs to be conducted at the regular time of adjournment. The time, date, and place of the adjourned meeting will be specified and appropriate notice given.

### 4. Electronic Communication

Permitted e-mail and other electronic communication among Board members may contain, but is not limited to: (1) disseminating information; and (2) messages not involving deliberation, debate or decision-making. Permitted electronic communication may contain:

- a. Agenda item suggestions;
- b. Reminders regarding meeting times, dates and places;
- c. Board meeting agendas or information concerning agenda items;
- d. One-way information from Board members or superintendent to each Board member (e.g., an article on student achievement or to share a report on district progress on goals);
- e. Individual responses to questions posed by community members, subject to other limitations in Board policy.

END OF POLICY

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#### **Legal Reference(s):**

[ORS Chapter 192](#)

[ORS Chapter 193](#)

[ORS 334.100](#)

[ORS 433.835 - 433.875](#)

38 OR. ATTY. GEN. OP. 1995 (1978)

41 OR. ATTY. GEN. OP. 28 (1980)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).

#### **Cross Reference(s):**

ACA - Americans with Disabilities Act

BDB - Special and Emergency Board Meetings

BDC - Executive Sessions