

# InterMountain Education Service District

Code: **BDD**  
Adopted: 1/19/11

## Board Meeting Procedures

Specific operating procedures for meetings shall be reviewed periodically by the Board and appropriate guidelines developed. These processes shall be incorporated:

### Voting

A quorum of the Board is a majority (four) of its members. Four positive votes are required for affirmative action on an issue. The Board chair is expected to vote on all matters. A member may abstain and the reason need not be stated. Votes of “no” and abstentions shall be recorded by name. When a vote is unanimous, names may be omitted. The chair shall formally announce that the motion was approved or defeated.

### Motions

Each motion shall be properly made and seconded, and its disposition noted. Motions to amend, table or to be otherwise disposed shall be recorded.

Except as otherwise provided by state law and/or Board policy, the rules of parliamentary procedure comprised in *Robert’s Rules of Order Newly Revised*, “Procedure in Small Boards,” as modified by the Board, will govern the Board in its deliberation. Modifications will include the following: Motions will all be seconded prior to consideration for discussion by the Board and motions to close or limit debate will be acceptable.

The chair will decide all questions relative to points of order, subject to an appeal.

END OF POLICY

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### Legal Reference(s):

[ORS 192.650](#)

[ORS 244.120\(2\)](#)

[ORS 334.025](#)

[ORS 334.100](#)

[ORS 334.107](#)

[OAR 581-024-0290](#)

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

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