

**Lake Oswego
School District 7J**

Code: **BD/BDA**
Adopted: 1/14/99
Readopted: 6/08/09, 2/08/10
Orig. Code(s): 1310

Board Meetings/Regular Board Meetings

“Meeting” means the convening of the Board as the governing body of the district in order 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. Communications between and among a quorum of members convening on electronically linked personal computers or by telephone conference call are subject to the Public Meetings Law.

All “regular and special meetings” of the Board shall be open to the public except as provided by law. All meetings shall be conducted in compliance with state statutes.

Regular Board Meetings

Two regular Board meetings will normally be held each month. The meeting schedule will be established at the organizational meeting but may be changed by the Board with proper notice. Board meetings will normally be convened at 7:00 p.m. The purpose of each meeting will be to conduct the regular Board business. The Board chair will conduct the meeting, or in his/her absence, the vice chair will conduct the meeting. In the absence of both, the Board members present shall decide upon a temporary chair.

Meetings will normally be held in the Board room of the district administration building. In order to encourage public awareness and participation in Board meetings, either regular or special meetings may be scheduled in schools of the district. All meetings of the Board shall be held within the boundaries of the district, and no meeting shall be held at any place where discrimination on the basis of race, creed, color, sex, sexual orientation, age, or national origin is practiced.

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.

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.

Executive Sessions

Executive sessions may be held during a regular, special, or emergency meeting for the reasons provided by ORS 192.660 and ORS 332.061. Action on an item discussed in executive session shall be accomplished in open session, except for the expulsion of students.

The presiding officer will open the executive session by identifying the authorization under ORS 192.610-.690 for holding such executive session, and by noting that the specified information subject of the executive session shall be undisclosed under ORS 192.660(3). Members of the press may attend executive sessions except as outlined in ORS 192.660(4) (14) and 332.061. Attendance is contingent upon acceptance of rules governing disclosure of information announced by the presiding officer at the beginning of the session.

Special and Emergency Meetings

Special meetings may be convened by order of the chair, upon the request of three members of the Board or by common consent of the Board members.

Emergency meetings may be called only in the event of an emergency and no business other than that related emergency will be discussed at these meetings.

Notice of special and emergency meetings will be given at least 24 hours before such meeting is to be held, in accordance with ORS 192.640.

Organizational Meeting

The organizational meeting shall be the first regular meeting in May. Actions taken at the May organizational meeting will be officially approved at the first regular meeting scheduled after July 1 each year.

At the organizational meeting in May, the Board shall elect a Board chairman and vice- chair.

At the first meeting in July, the Board will set the schedule of regular meetings for the coming year.

Work Sessions

The Board may schedule work sessions in order to provide its members with opportunities for planning and thoughtful discussion without action. Topics for discussion and study will be announced in accordance with the state law on public meeting.

Public Hearings

The Board shall hold such public hearings as are required by law and will follow the procedures defined in statute.

The Board shall establish procedures, as appropriate, for such other hearings as may be required by the Board to ascertain the ideas and opinions of the community on an item of interest, or to facilitate the orderly resolution of questions or concerns of the Board or community.

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.

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

The possession of dangerous or deadly weapons and firearms, as defined in law and Board policy, is prohibited on district property.

Electronic Communication

Digital communication, teleconferencing or video conferencing to, by, between and among Board members, in their capacity as Board members, shall not be used for the purpose of deliberating toward a decision. Digital communication, teleconferencing or video conferencing between or among Board members shall be limited to disseminating information without deliberating toward a decision.

END OF POLICY

Legal Reference(s):

[ORS 174.104](#)

[ORS Chapter 192](#)

[ORS Chapter 193](#)

[ORS 332.045 - 332.111](#)

[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):

BDDA - Notification of Board Meetings