

# Multnomah Education Service District

Code: **BDE-AR**  
Adopted: 8/5/80  
Amended: 3/16/04; 9/20/05; 11/16/10  
Reviewed:

## Public Hearings

### Board Hearing Panel

1. The Board Chair shall appoint three members to a Board Hearing Panel.
2. The interest of a Board member to serve on the Board Hearing Panel shall be taken into consideration in making appointments.
3. The Board Chair shall designate one Board Director to serve as Chair of the Board Hearing Panel.
4. The Superintendent or designee shall inform the full Board of the factual background of the issues prior to the hearing date.

### Due Process

1. The Board Hearing Panel Chair shall be responsible to conduct the hearing and shall:
  - a. Establish the date, place and time and notify the parties concerned;
  - b. Ensure proceedings follow established procedures;
  - c. See that witnesses are properly sworn in;
  - d. Rule on the admissibility of evidence and shall admit only relevant evidence; and
  - e. Communicate the Board's decision to the parties.
2. The Board Hearing Panel:
  - a. Shall hear sworn testimony, review exhibits and make decisions in its quasi-judicial capacity after considering relevant evidence.
  - b. Shall ordinarily allow a maximum of one hour for the hearing.
  - c. May exclude witnesses from the hearing except while testifying.
3. The hearing shall be open to the public unless the law requires otherwise.
4. Each party to the hearing may be represented by a person of his or her choosing.
5. The decision of a majority of the Board Hearing Panel shall be considered the final decision of the full Board.
6. The decision shall be in writing and delivered to each party within fifteen (15) working days after the conclusion of a hearing.. The full Board shall be provided copies of the decision.

7. Minutes of the proceedings shall be taken.

A party requesting a copy of the hearing transcript shall bear the cost associated with the transcribing the record.