

Sheridan School District 48J

Code: **BDD**
Adopted: 2/17/99
Readopted: 12/14/11
Orig. Code(s): BDD

Board Meeting Procedures

1. Quorum

A quorum will consist of the majority of the members of the Board.

2. Vote Needed for Exercise of Powers

The affirmative vote of the majority of members of the Board will be necessary for the exercise of any of the Board's powers.

3. Board Member Voting

The vote of each member on all motions will be recorded in the minutes including the Board chair's vote.

4. Abstaining From Vote

If a Board member chooses to abstain from voting and the abstention is due to a conflict of interest, the Board member shall state the nature of the conflict of interest. Such abstention will be recorded.

5. Parliamentary Procedure

- a. Official business of the Board will be transacted by motion or resolution at duly called regular or special meetings.
- b. Except as otherwise provided by state law and/or Board policy, the rules of parliamentary procedure comprised in *Robert's Rules of Order, Revised*, will govern the Board in its deliberation.

Discussion by Board members shall be unlimited so long as it applies to the motion before the Board or the matter under consideration. The Board may vote to limit discussion and the chair shall confine the discussion to the matter before the Board in order that the business of the Board may be accomplished.

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

6. Adjournment:

All Board Meetings shall be adjourned no later than 10:00 p.m. In order to continue a meeting beyond 10:00 p.m., there must be a motion, properly made, seconded and passed unanimously by all Board members present to continue until 11:00 p.m.

If the chair wishes to adjourn the meeting earlier than 10:00 p.m., any other member may compel the meeting to continue until 10:00 p.m. with a motion properly made, seconded and passed with at least three affirmative votes.

END OF POLICY

Legal Reference(s):

[ORS 192.650](#)

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

[ORS 332.045](#)

[ORS 332.055](#)

[ORS 332.057](#)

[ORS 332.107](#)

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

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