

**Saint Helens  
School District 502**

Code: **BDDF**  
Adopted: 9/23/02  
Readopted: 2/26/07  
Orig. Code(s): BDDE/BDDF

**Conduct of Board Meetings**

Board meetings will be conducted by the Board chair. In the absence of the chair, the vice-chair will preside. In the absence of both, the Board member with greatest seniority will preside.

The rules of parliamentary procedure contained in Robert's Rules of Order Newly Revised, "Procedure in Small Boards" as modified by the Board will govern the Board in its deliberations. Discussion by Board members will 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 will confine discussion to the matter before the Board. The chair may limit the time of any citizen appearing before the Board in order that all who wish to be heard may have the opportunity.

Individual votes on motions and/or resolutions will be by "yes" or "no", and the vote of each member will be recorded by names. A Board member who abstains from voting will be so recorded.

END OF POLICY

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**Legal Reference(s):**

[ORS 165.535](#)  
[ORS 165.540](#)  
[ORS 192.650](#)