

Saint Helens School District 502

Code: **BD/BDA**
Adopted: 9/23/07
Revised: 11/17/09
Orig. Code(s): BDA

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.

Regular Meetings

All regular meetings, work sessions and special meetings of the Board are open to the public except as provided by law. All meetings will be conducted in compliance with state statutes. All meetings of the Board will be held within the boundaries of the district. No meeting will be held at any place where discrimination on the basis of race, creed, color, sex, 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. Communications with all qualified individuals with disabilities shall be as effective as communications with others.

The meeting schedule will be established at the Board’s organizational meeting in July but may be changed by the Board with proper notice. The purpose of each meeting will be to conduct the regular business of the Board. The Board chair will conduct the meeting, or in his or her absence, the vice-chair will conduct the meeting. If both are absent, the person with the longest period of service on the Board will conduct the meeting.

Electronic Communication

E-mail to, by, and among Board members, in their capacity as Board members, shall comply with Oregon Public Meeting Laws. E-mails sent to board members shall have the following notice:

Important: Please do not reply or forward this e-mail if this communication constitutes a decision or deliberation toward a decision between and among a quorum of a governing body which could be considered a public meeting. E-mails on district business are governed by public records law.

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.

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.

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):

ACA - Americans with Disabilities Act

BDB - Special and Emergency Board Meetings

BDC - Executive Sessions

BDDA - Notification of Board Meetings