

Jefferson County Education Service District

Code: BD/BDA
Adopted: 10/03/07
Revised/Readopted: 11/30/09; 2/05/20
Orig. Code: 316

Board Meetings/Regular Board Meetings

“Meeting” means the convening of the Board as the district’s governing body 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.

1. Regular Meetings

All regular, special and emergency meetings of the Board will be open to the public except as provided by law. All meetings will be conducted in compliance with state and federal statutes. All Board meetings will be held within district boundaries. The Board may attend training sessions outside of the ESD boundaries, but cannot deliberate or discuss ESD business. No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation, age or national origin is practiced. Communication 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.

The Board will give public notice reasonably calculated to give actual notice to interested persons, including those with disabilities, of the time and place for all Board meetings and of the principal subjects to be considered. The Board may consider additional subjects at a meeting, even if they were not included in the notice.

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. Such 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 first regular meeting after July 1 of each year will be an organizational meeting to elect Board officers for the coming year and to establish the year’s schedule of Board meetings.

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

2. Executive Sessions

Executive sessions may be held as an agenda item during regular, special or emergency meetings for a reason permitted by law.

3. 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.

4. Communication Outside of Board Meetings

Communications, to, by, and among a quorum of Board members outside of a legally called Board meeting, in their capacity as Board members, shall not be used for the purpose of discussing ESD business. This includes electronic communication. Electronic communications among Board members shall be limited to messages not involving deliberation, debate, or decision-making or gathering of information on which to deliberate.

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 prohibition on district premises, and is specifically prohibited at any Board meeting or other public meetings in accordance with ORS Chapter 192.

END OF POLICY

Legal Reference(s):

[ORS 174.100](#)

[ORS 174.104](#)

[ORS Chapter 192](#)

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](#) (2012); [29 C.F.R. Part 1630](#) (2016); [28 C.F.R.](#)
Americans with Disabilities Act Amendments Act of 2008.

OR. ATTY. GEN. Public Records and Meetings Manual (2014).

[ORS Chapter 193](#)

[ORS 255.335](#)

[ORS 334.100](#)

[ORS 433.835 to -433.875](#)