
SECOND READING OF SCHOOL BOARD POLICIES**POLICY ISSUE/SITUATION:**

Attached is the second reading of School Board policies:

- **BD/BDA** – Board Meetings/Regular Board Meetings
- **BFC** - Adoption and revision of Policies
- **BFD** – Board Policy Implementation

BACKGROUND INFORMATION:

In January, 2004 the Oregon School Board Association performed an audit of the Beaverton School District Board policies. As a result of this audit, departments continue to work to reach compliance of the policies pertinent to their areas. Throughout the school year new policies and/or policy changes will be presented for your review.

RECOMMENDATION:

(12-146) It is recommended that the School Board adopt these policy changes.

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 and special meetings of the Board will be open to the public except as provided by law. All meetings will be held within the District boundaries. No meeting will be held at any place where discrimination *or harassment of individuals or groups based on on the basis of disability, race, creed, color, sex, age or national origin is practiced. race, color, religion, gender, sexual orientation, gender identity, gender expression, national origin, marital status, age, veterans' status and genetic information or disability is practiced.*

If requested to do so at least 48 hours before a meeting *is* held in public, the Board shall provide an interpreter for hearing impaired persons *or for other accommodations for persons with disabilities.* 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. The election of Board chair and vice chair will be on or before the last School Board business meeting of the year as well as establishing an annual meeting schedule for the next school year. The Board shall establish an annual meeting schedule at or before the last business meeting of the preceding year. The Board shall elect a Board chair and vice chair at the first regular meeting after July 1; if there are no newly elected Board members, such election may take place beforehand.~~

~~One regular board meeting will be held each month. The Meetings schedule will be established at the organizational meeting after July 1 but may be changed by the Board with proper notice. The purpose of each monthly meetings will be to conduct the regular Board business. The Board chair will conduct the meeting, or in his/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.~~

2. Electronic Communication

Telephone, E-mail or other Technology

The Board shall refrain from using phone, e-mail, or other means of communication to make a decision or deliberate toward a decision on any District matter, other than in a properly noticed public meeting. Such means of communication are appropriate for:

~~E-mail to, by, and among Board members, in their capacity as Board members, shall not be used for the purpose of discussing District business. E-mail among Board members shall be~~

~~limited to 1) disseminating information, and 2) messages not involving deliberation, debate, or decision making. E-mail may contain:~~

- ~~a. Agenda item suggestions;~~
- ~~b. Reminders regarding meeting times, dates, and places;~~
- ~~c. Board meeting agendas or information concerning agenda items;~~
- ~~d. One-way information; from Board members or Superintendent to each Board member — (e.g., an article on student achievement or to share a report on District progress on goals);~~
- ~~e. Individual responses to questions posed by community members, subject to other limitations in Board policy; and~~
- ~~f. Determining availability for meeting.~~

~~E-mails regarding substantive issues sent among to Board members shall include will 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. Before replying or forwarding this e-mail, please consider whether such action could result in a decision or deliberation toward a decision between and among a quorum of the School Board. E-mails on District business are governed by public records 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. 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 References:

ORS 174.104	ORS 332.045 – 332.111
ORS Chapter 192	ORS 433.835 – 433.875
ORS Chapter 193	

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).

ADOPTION AND REVISION OF POLICIES

Adopting new policies and changing or repealing existing policies are solely the Board's responsibilities. Policy will be adopted and amended or repealed only by the affirmative vote of a majority of the Board members. Such action will be scheduled on the agenda of a regular or special meeting.

New school board policies and suggested changes to or repeal of existing policies, will be adopted, by the affirmative vote of a majority of the Board members at a regular or special meeting

~~Proposed policies or policy changes and repeal of existing policies will be presented in writing for consideration by the Board.~~

To permit time for studying all new policies or amendments to policies and to provide an opportunity for interested parties to react, proposed policies or amendments will be ~~presented as a Board agenda item~~ processed in the following sequence:

- ~~1. Distribution with agenda as an information item. This announces that a policy is being developed in a particular area and that interested parties may submit suggestions. Policy being considered for adoption and/or change will be distributed to the Board, the appropriate administrator, District Counsel and Superintendent's Council for review. The Board and/or Superintendent may seek community input during the preparation and subsequent review of policy language. The Board Chair shall determine, in consultation with the Superintendent and the Board policy subcommittee, whether to place a proposed policy change on the Board meeting agenda as a first reading.~~
- ~~2. First reading of proposed policy or policies; response from superintendent; report from any Board or advisory committee assigned responsibility in the area; Board discussion and directions for any redrafting. During discussion of a policy proposal, the views of the public and staff will be considered. Amendments may be proposed by Board members. An amendment will not require the policy go through an additional reading except as the Board determines that the amendment needs further study and an additional reading would be advantageous; First reading: The Board shall discuss and determine any proposed changes to policy with the best interests of students and the views of the public and staff in mind. Amendments may be proposed by Board members. The Board, in its discretion, may determine that the policy needs further study and an additional reading would be advantageous;~~
- ~~3. Second reading: of proposed policy or policies; response from superintendent; report from any Board or advisory committee assigned responsibility in the area; Board discussion and directions for any redrafting. During discussion of a policy proposal, the views of the public and staff will be considered. Amendments may be proposed by Board members. An amendment will not require the policy go through an additional reading except as the Board determines that the amendment needs further study and an additional reading would be advantageous. at a subsequent meeting, the Board may make a decision or further discuss the policy in question.~~

When, in the best interests of the District, immediate adoption of a proposed policy is necessary, the Board may adopt such policy at the first meeting in which it is presented.

Policies and amendments adopted by the Board will be attached to, and made a part of, the minutes of the meeting at which they are adopted ~~and also will be included in the District's policy manual.~~ as well as posted to the District internet web site.

The operation of any section or sections of policies not established by law or specifically listed in a current labor document may be temporarily suspended by a majority vote of the Board at a regular or special meeting.

END OF POLICY

Legal References:

ORS 332.107

ORS 332.505

OAR 581-022-1610

OAR 581-022-1720

BOARD POLICY IMPLEMENTATION

Effective Date of Policies

All new ~~or amended and revised~~ policies will become effective *upon adoption of the Board, unless the Board otherwise specifies a different effective date in the policy.* ~~on the day after adoption by the Board, unless a specific date is included in the motion for adoption.~~

Policy Implementation

The Superintendent and administrative staff will implement Board policies. The Superintendent may formulate administrative regulations and procedures to assist policy implementation.

It will be the Board's duty to evaluate the effectiveness of the policy and the effectiveness of the administration's implementation of the policy.

Policy Dissemination

~~The written policies that govern the District will be maintained in a policy manual to be updated by District staff as new policies are developed or existing policies are revised or repealed.~~

~~Each Board member will be provided with a current policy manual.~~

~~Each school shall provide at least one copy in the library and one copy in the administration office. Each employee will be specifically notified of the existence and availability of personnel policies. The Board's policy manual will be considered a public record and will be open for inspection at the Superintendent's office. *The Superintendent shall ensure that policies are made available to the public for review on the Beaverton School District web site.*~~

The Superintendent will provide channels for disseminating appropriate policies to ~~the~~ District staff and the community.

END OF POLICY

Legal References:

ORS 332.107
ORS 332.505
OAR 581.022-1610
OAR 581-022-1720

Cross Reference:

Policy CH – Policy Implementation