

Article I: Board of Education

Section B: Authority

Policy 010: Officers of the Board of Education

I.B.010: School boards must conduct an annual organizational meeting for the new fiscal year (ORS 332.040 and 255.335(5)). In or around April, the Board chair will appoint a Board subcommittee to make recommendations for the annual organizational meeting. The subcommittee will provide recommendations (first reading) to the Board at its May meeting and the Board will approve the annual organization (second reading) in June. All new appointments will be effective July 1.

Issues to be decided are based on statute as follows:

- Elect Board chair and vice-chair. No member shall serve as chair for more than two (2) years in succession (ORS 332.040).
- Appoint executive officer/clerk (the College President) and with approval by the Board, the President will appoint the Deputy Clerk (RCC's Chief Financial Officer) (ORS 332.515).
- Appoint custodian of funds/signatory (ORS 341.703).
- Designate budget officer (Chief Financial Officer) (ORS 294.331).
- Designate Auditor (ORS 297.405, 327.137 and 328.465).
- Establish regular monthly Board meeting day or days, time and place.
- Establish depository(ies) for college funds (ORS 328.441 and 294.805 to 294.895).
- Appoint members for standing committees.

New Board members must qualify by taking an oath of office before assuming the duties of office (ORS 332.005 (2)).

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Policy 020: Duties of the Board Chair and Vice-Chair

I.B.020: Chair: The duties of the Board Chair will be to:

- Preside at Board meetings;
- Understand and enforce the rules for public meetings outlined in Oregon's Public Meetings Law and other Oregon statutes that apply to the Board's public meetings;
- Explain at the outset of Public Comment that the Board may not respond directly to any issues raised but will refer those issues to the President for appropriate action;
- Serve as chair of the Board Executive Committee;
- Appoint or provide for appointment of Board subcommittees;
- Call special meetings as required;
- Perform other duties as may be prescribed by law or by action of the Board;
- Speak at college events such as annual graduation ceremonies;
- Approve and sign, all Board resolutions, president's leave requests, and such other documents as may be required by law;
- Vote on matters before the Board along with other members; and,
- Review the agenda with the President and the Board Executive Committee approximately one week prior to each regular Board meeting.

Vice-Chair: It will be the duty of the Vice-Chair to preside at Board meetings in the absence of the Chair, or to fulfill the duties of the Chair as needed. The Vice-Chair will also serve on the Board Executive Committee, which meets with the President monthly, approximately one week prior to each Board meeting.

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Policy 030: Authority of Members

I.B.030: Board members have authority only when acting legally as a quorum of the governing Board in a session. The Board of Education cannot be bound by any statement or action of individual Board members, or of employees, except when such statement or action is authorized by the Board.

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Policy 040: Legal Counsel

I.B.040: Legal counsel may be appointed by the Board of Education on a continuing basis, with the rate of compensation to be agreed upon yearly.

It shall be the duty of Board-appointed legal counsel to advise the Board and the College President on specific legal problems submitted for an opinion and to make recommendations requested. All requests by an individual Board member for legal opinion from legal counsel shall be made at open Board meetings.