

A - Doug Levinson  
 B - Paul Pitton  
 C -  
 D - Tom Parrish  
 E - Amy Davis

**Board of Education**  
**Mesa County Valley School District 51**  
**Board Work Session: March 19, 2020**  
**Adopted: April 21, 2020**

	A	B	C	D	E		ACTION
						<b>AGENDA ITEMS</b>	
						<b>SPECIAL BUSINESS MEETING</b>	11:05 a.m.
Present	x	x		x		A. Call to Order/Roll Call	
Absent					x	➤ Dr. Davis was excused absent	
Motion	x					B. Agenda Approval	
Second		x					
Aye	x	x		x			
No							
Motion			x			C. First and Second Reading / Adoption of Policy BE, School Board Meetings	Adopted
Second	x					➤ Policy BE, School Board Meetings, needs to be revised to allow all Board members to meet electronically due to COVID-19. The current policy notes a quorum of three members must to present unless there is extenuating circumstances. The current policy defined extenuating circumstances to include inclement weather, but did not include any type of pandemic. The meetings will be lived streamed via Facebook and audience members will be able to call in any comments. Instructions for meeting participants will be on the District web page. Audience comments must follow the normal procedures such as restricting comments to three minutes with no response from the Board and derogatory or discriminatory remarks will not be tolerated.	
Aye	x	x		x		➤ Mr. Pitton motioned to waive the second reading of the policy and allow the Board to adopt the policy following the first reading.	
No							
						D. Board Vacancy Discussion	
						➤ The Board will extend the deadline for anyone interested in filling the vacancy in Director District C till 4:00 p.m. on Monday, April 20. Per state statute the Board has sixty days to fill the position from the time the vacancy was announced. The vacancy was announced at the March 3 Board Work Session. Interested persons will need to submit a cover letter, resume and a copy of their driver's license to the Board Secretary via email. If the position is not filled within the 60 days then the Board president can appoint.	
						General Discussion	
						➤ Discussion pursued around steps put in place by the District to continue educational services to students in the wake of COVID-19. Students will be able to pick up Chrome Books on March 24 and teachers will be working with students via online. Buildings will be open for staff to pick up supplies from their classrooms on March 23. The situation with the COVID-19 changes on a daily basis and the District will need to adjust accordingly.	
						➤ Construction at Monument Ridge is progressing on schedule and the building should be ready for students in the fall.	
Motion	x					E. Adjournment 11:47	Adjourn
Second		x					
Aye	x	x		x			
No							
						_____ Bridget Story, Secretary Board of Education	

# **Mesa County Valley School District 51**

## **BE SCHOOL BOARD MEETINGS**

Adopted: October 10, 1972

Revised: May 15, 2001

Revised: September 3, 2002

Adopted: June 16, 2009

Adopted: February 20, 2018

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Board of Education of Mesa County Valley School District 51 shall perform in accordance with all laws pertaining to public schools as specified by the United States federal government and the Colorado state government. The assistance of legal representatives and authorities may be used by members of the Board or their designee as deemed necessary and/or advisable by a majority of the Board.

All meetings of a quorum of three or more members of the Board at which any public business may be discussed or any formal action taken shall be open to the public at all times except for periods in which the Board is in executive session, but any person who disturbs good order may be required to leave.

A recording shall be made of regular and special meetings as required by law and at a minimum shall be an audio recording. Recordings shall be maintained for 90 days.

All meetings of the Board of Education shall be held in the Harry Butler Board Room, 455 N. 22 Street, Grand Junction, Colorado, at 6:00 pm, unless otherwise publicly announced.

### **1. Regular Meetings**

- a. Work sessions for discussion of educational and business issues shall be held on the first Tuesday of each month. Business items may be added to the agenda when necessary.
- b. Business meetings shall be held on the third Tuesday of each month, with the exception of the November, December and May meetings, which may be scheduled on an alternative Tuesday to accommodate Election Day, Thanksgiving, Christmas and/or high school graduations. No business meeting will be held during the month of July. Adjournment will be no later than 9:30 p.m., except for good cause.

### **2. Special Meetings**

Special meetings may be called by the president at any time, and shall be called by him/her upon the written request of a majority of the members.

The secretary of the Board shall cause written notice of any special meeting to be mailed or delivered to each member of the Board stating the time, place and purpose of the meeting. If the notice is to be delivered, it shall be in the hands of the member no later than 24 hours prior to the hour set for the meeting, and if it is to be mailed, it shall be mailed no later than 72 hours prior to the hour set for the meeting.

Any member may waive notice of the time, place and purpose of a special meeting before, during or after such meeting, and attendance thereat shall be deemed to be a waiver.

No business other than stated in the notice of the meeting shall be transacted unless all members are present and consent to consider and transact other business.

The Board shall adopt an agenda setting forth the business and the order of business to be transacted, discussed or considered at each regular meeting of the Board.

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## BE SCHOOL BOARD MEETINGS

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At all regular and special meetings of the Board of Education, no new item shall be considered past the hour of 9 p.m. In the event the agenda has not been completed, the remaining agenda items will be considered at a special meeting set by the Board or be included on the agenda for the next regular meeting.

Except as otherwise specified by state law or Board policies pertaining to its own operating procedures, the Board generally shall operate by the rules prescribed in *Robert's Rules of Order, Newly Revised*.

### Electronic Participation

Board members may attend and participate by electronic means in regular or special meetings of the Board in accordance with this policy and state law. For purposes of this policy, "electronic means" shall be defined as attendance via telephone, video or audio conferencing, or other electronic device.

Board members may attend and participate by electronic means in a regular or special Board meeting ~~only~~ when extenuating circumstances prevent the Board member(S) from physically attending the meeting. ~~For purposes of this policy, "extenuating circumstances," means the Board member's job, family or military service requires the member to be outside of the District at the time of the meeting or inclement weather and/or unsafe driving conditions prevent the Board member from physically attending the meeting.~~

A meeting at which one or more Board members attend and participate by electronic means shall be open to the public, except for periods in which the Board is in executive session. ~~A quorum of the Board shall be physically present at the meeting for a Board member to attend and participate by electronic means.~~

The electronic means used shall allow the public to hear the comments made by the Board member(s) participating by electronic means and allow the Board member(s) to hear the comments made by the public. A Board member participating by electronic means will be included in the recording of the Board meeting.

A Board member who seeks to attend and participate by electronic means in a Board meeting shall notify the Board president and superintendent at least three business days prior to the meeting and shall explain the extenuating circumstances that prevent the Board member from physically attending the meeting. If such notification is not possible, the Board member shall notify the Board president and superintendent as soon as is reasonably possible of the request to attend by electronic means.

A Board member may attend and participate by electronic means in a maximum of two Board meetings per calendar year, unless otherwise approved by the Board.

A Board member's failure to comply with this policy may result in the Board's refusal to allow the member to participate by electronic means in Board meetings.

### Voting

All voting shall be by roll call with each member present voting "Aye" or "No" alphabetically. However, election of the president and vice president may be by secret ballot. A member may abstain from voting only if excused by the Board for good cause.

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A Board member who has a personal or private interest in any proposed or pending matter which presents a conflict of interest in accordance with Board policy shall disclose such interest and shall not vote unless his participation is necessary to obtain a quorum or otherwise enable the Board to act. Under such circumstances, the member shall comply with the voluntary disclosure requirements set out in state law.

To pass, any motion must be approved by a majority of the members present except as state law or policies of this Board may require a majority of full membership.

### Legal References:

- C.R.S. 22-31-129 (board vacancies)
- C.R.S. 22-32-104 (3) (president and vice president must be elected by majority of the entire membership)
- C.R.S. 22-32-108 (board meetings)
- C.R.S. 22-32-108 (6) (voting by roll call, excused for good cause)
- C.R.S. 22-32-108 (7) (a) (a board member who participates electronically in conformance with the board's policy on electronic meeting participation is considered "present")
- C.R.S. 24-6-401, et seq. (open meeting law)
- C.R.S. 24-6-402 (2)(d)(IV) (outcome of a secret ballot vote must be recorded contemporaneously in the minutes)
- C.R.S. 24-6-402 (4) (a two-thirds majority of the quorum present is required to go into executive session)
- C.R.S. 24-18-109 (3) (conflict of interest and voting)
- C.R.S. 24-18-110 (voluntary disclosure of conflict of interest)

### Cross References:

- BCB, Board Member Conduct/Conflict of Interest
- BEC, Executive Sessions/Open Meetings
- BEDA, Notification of Board Meetings